

# GP Half Day Release Attendance

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Protected teaching on the half day release scheme during the contracted working week is a privilege, and therefore carries with it a corresponding statutory and professional responsibility to attend. Sometimes emergencies happen and you may need to leave early. If a sudden unexpected event occurs, please discuss with your TPD before leaving. This is important for the pastoral component of the TPDs role. Similarly, if you are finding the workload from your current placement is making you late you need to discuss this with the TPD so that they can discuss with your supervising clinician. Taking time out at the beginning or end of the session to go to routine appointments, service the car, leave early to go on holiday, or travel home because you have a long journey etc however is not acceptable. This would be counted as unpaid leave or annual leave **Any leave should be discussed in advance of the day with your TPD and approval sought. It is however not automatic.**

Certain circumstances are covered by the Single Lead employers special leave policy, including jury service and leave in specified circumstances for:

dependents ;

carers;

emergency domestic ;

Parental duties ;

Bereavement ;

Civic duties;

Public duties;

Reservists

Medical appts (with proof of appt)

Fertility treatment

Religious and Cultural observance (normally unpaid leave)

Interviews

Full details can be found :- <http://www.sthk.nhs.uk/workwithus/lead-employer-service/lead-employer-policies-and-forms>