

Flexible Working Policy

For all schools in the Bosco Catholic Education Trust

**This Policy has been approved and adopted by the
Bosco Catholic Education Trust**

Approved

For review

42 Such changes may also include stating job share, working set number of hours a year, rather than a week (annualised hours); working from home (whether for all or part of the week); working only during term time (part year working); working compressed hours; working flexi-time. Some of these arrangements may not be possible due to the nature of the work undertaken by the employee making the request but decisions will be made in consultation with employees

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- 1041** you fail to attend a meeting and are arranged meeting or an appeal meeting and are arranged appeal meeting without good cause, or
- 105** you unreasonably refuse to provide information we require to consider your request, without good cause
- 106** In such circumstances, the head leader will write to you confirming that the request has been treated as withdrawn