**SUMMARY OF ANNUAL LEAVE – professional services staff**

**For all staff the leave entitlement shown is in addition to 8 public/bank holidays and 3 extra statutory holidays and Christmas closure days.**

**The annual leave ‘days’ shown below apply only to staff who work a standard 5 day out of 7 working pattern. The equivalent entitlements would be recalculated for part-time staff and non-standard working, i.e. shift patterns.**

|  |  |  |
| --- | --- | --- |
| **Grade** | **New Staff** | **After 5 years continuous service** |
| A to E | 25 days | 30 days |
| F | 27 days | 30 days |
| F | 27 days | 30 days |
| G | 27 days | 30 days |
| H | 27 days | 30 days |
| H & above | 27 days | 30 days |