

## Appendix 1

### Changes to Policies

<b>Policy</b>	<b>Changes</b>
Parental Leave Policy	Changed in line with legislation that will take effect 6 April. Day one entitlement.
Paternity Leave Policy	Changed in line with legislation that will take effect 6 April. Day one entitlement
Probation Policy	Updated in line with 3 yearly review, grammatical alterations and general updates in relation to equality and inclusion and making reasonable adjustments for disabilities and added a section in the appendix about data protection and GDPR. Removed the ability to extend the probation period due to the updates within the Employment Right Bill 2025. Weaved in reference to CDC Values.
Compassionate Leave Policy	Policy reviewed and updated in line with the 3-year review cycle. Most sections reworded to adopt a softer, more approachable tone. Added standard wording to Section 1 to align with other policies.
Annual Leave and Bank Holiday Policy	Policy reviewed and updated in line with the 3-year review cycle. Added standard wording to Section 1 to align with other policies.
Court Attendance Policy	Grammatical tweaks to aid clarity. Added an introduction to be consistent with other policies. Updated Section 3 in line with the latest guidance on jury service. Amended the defendant attendance section to be clear that employees are responsible for covering any absence.
Honorarium Policy	Grammatical tweaks to aid clarity. Calculation examples updated to reflect current pay structure. Confirmed payments are monthly, and pro-rated for part time colleagues.
Health and Safety Policy	Policy reviewed and updated in line with the 3-year review cycle.