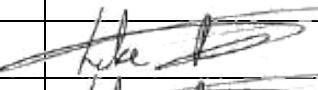


DOCUMENT TITLE: Carer's Leave

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Prepared By	Luke Deasy	Managing Director		10/02/2023	1.01
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CARER'S LEAVE POLICY:

Your entitlement to carer's leave is subject to the Carer's Leave Act 2001 (as amended).

An employee may avail of unpaid leave from their employment to enable them to personally provide full-time care and attention for a person who is in need of such care.

The period of leave to which an employee is entitled is subject to a maximum of 104 weeks in respect of any one care-recipient.

In order to avail of carer's leave an employee must fulfil the following conditions:

- The employee must have completed at least 12 months of continuous service before the commencement of the leave.
- The employee must intend to take carer's leave for the purpose of personally providing full-time care and attention to a relevant person who is in need of such and must actually do so for the duration of the leave.
- The requirement to provide full-time care and attention will be assessed on an individual basis by the Department of Social Protection.
- The relevant person must be deemed to be in need of full-time care and attention by a certified medical practitioner.

An employee must give written notice to their Manager of their intention to take carer's leave a minimum of six weeks before the employee proposes to commence the leave. The notice must contain the date which the employee proposes to commence the leave, the proposed duration of the leave, the manner in which the employee proposes to take the leave and a statement to confirm that an application has been made for a decision in relation to the care of the relevant person to the Department of Social Protection. The employee must furnish the employer with the decision of the deciding officer from the Department of Social Protection as soon as practical.



Luke Deasy
Managing Director