

HR EMPLOYMENT LAW UPDATES

TIME TO TRAIN

Since 6 April 2010 employers have had to seriously consider an eligible employee's formal request for time away from their core duties to undertake training.

Employees can request to undertake training they think will improve both their own and the University's performance.

The training can be either:

- Accredited, i.e. training that leads to the award of a recognised qualification.
- Unaccredited, e.g. training to help them develop specific skills relevant to their job, workplace, or more broadly, business.

There is no limit on the amount of time employees can request. However employers do not have to pay for the training or pay the employee for the time spent training.

What this means to you, getting advice and support

There are a number of prescribed time limits attached to this legislation, **on receipt of a Time to Train request please contact your HR Adviser**. Detailed information is contained within the Time to Train [guidance](#)

Further information: **Available from your HR Officer**

Full title of regulation: **Employment Rights Act 1996, ss 63D-63K**