

Employment Factsheet



We have set out facts and figures that you may find useful.

Basic Holiday Entitlement

- 28 days (including bank holidays) if you work 5 days a week

National Minimum Wage

The current rates (from October 2011) are:

- £6.08 an hour for workers aged 21 and over
- £4.98 an hour for workers aged 18 to 20
- £3.68 an hour for workers aged 16 to 17
- For apprentices in first year of apprenticeship or under the age of 19 £2.60 per hour

Statutory Redundancy

- Maximum weekly pay - £400
- Maximum redundancy pay - £12,000

Statutory Notice Periods

- 1 week if continuously employed for between 1 month and 2 years
- 1 week for each complete year (up to a maximum of 12) if continuously employed for 2 years or more

Timescales for Employment Tribunal Claims

The following standard timescale within which claims must be lodged with the Employment Tribunal are as follows:-

- **Unfair/constructive dismissal claims** – within 3 months from the date of dismissal
- **Redundancy claims** – within 6 months from the date of termination of employment
- **Discrimination claims** – within 3 months from the date of the act or acts complained of
- **Contractual claims** – within 3 months from the date of termination of employment (6 years if claim is made to the Civil Court)