



TEN OLD SQUARE

Equality and Diversity

Flexible Working and Career Breaks Policy

1. Flexible Working

- 1.1 Chambers is receptive and supportive to flexible patterns of working (including working flexible hours, working part-time and/or working from home) insofar as the demands of practice at the Chancery Bar permit.
- 1.2 The IT and online library systems in Chambers enable members, pupils and staff to work from home by giving access to the Chambers online servers for email and the internet (including all subscription services available to members, pupil and staff) and by making it possible for telephone calls to be diverted to numbers outside Chambers.
- 1.3 The clerks, and where relevant other members (for example members instructed on the same case as the member seeking to work flexibly), will take reasonable steps to work together with any member who wishes to work flexibly (whether in terms of hours or location) and will try to ensure that such flexible working is possible, for example by, involving the member in matters which are suitable for and compatible with flexible working, by arranging conferences to suit that member's hours of working.
- 1.4 Members who seek to work flexibly for reasons associated with child care will be treated no less favourably than members seeking to work flexibly for other reasons (for example, part-time judicial office).

2. Career Breaks

- 2.1 Chambers is in principle receptive to any member of Chambers or member of staff wishing to take a career break, whether for reasons associated with child care or wider family responsibilities, or for other valid reasons. However, such arrangements (including whether the individual is to remain a member of Chambers, paying members' contributions during the career break and if so on what basis, or is to cease to be a member and reapply on their return) are a matter for the discretion of the Chambers Management Committee, who will exercise that discretion in a manner that does not discriminate on prohibited grounds. This is without prejudice to the provisions of the Parental Leave policy.