

YORKSHIRE NEEDS A PAY RISE

Know your rights at work

ZERO HOURS

You may not be guaranteed hours, but you must be paid the National Minimum Wage (Check the following link for current age rate pay: www.gov.uk/national-minimum-wage-rates)

'Exclusivity Clauses', which prevent you from seeking work/ being employed elsewhere are **illegal**.

AGENCY WORK

You have a right to a statement of employment particulars within two months of the start of employment. This is not an employment contract. However it includes the main conditions of your employment, for example: rate of pay, hours, place of work, holidays, notice, etc.

After 12 weeks work, you have a right to 'equal treatment'. This means you have the right to the same pay, terms and working conditions as a regular employee.

PIECE (OUTPUT) WORK

If you are paid for tasks per hours (e.g. rooms cleaned), the rate must be fair. You must be paid either at least the minimum wage for every hour worked or on the basis of a 'fair rate' for each task or piece of work you do.

BREAKS & REST

- 1) You have the right to one 20 minute break after 6 hours.
- 2) You have a right to 11 hours rest between working days.
- 3) You have a right to an uninterrupted 24 hour break each week, or 48 hours each fortnight.

SICK PAY

After 4 days sick you have a right to £92.05 per week Statutory Sick Pay for up to 28 weeks, provided you evidence your sickness.

HOLIDAYS

You have a right to at least 28 days paid annual leave per year, this is equivalent to 5.6 weeks holiday. If you work part time you are entitled to a proportion of that. To calculate your entitlement multiply days worked per week by 5.6 (e.g. $3 \times 5.6 = 16.8$ days a year).

TRADE UNIONS

You have the right to join a trade union. It is illegal for an employer to discriminate, dismiss, or harass you for being a member or wanting to join a union. Find a union here: www.tuc.org.uk/join-union.

HEALTH AND SAFETY

All employers have a legal responsibility maintain health & safety, including first aid equipment, adequate means of fire escape, prospective clothing and equipment (PPE), safe machinery and a safe workplace. You have a right to refuse to do a specific job if it breaches the health & safety policy or puts you in unnecessary danger.

SURVEILLANCE

Employers have the right to monitor employees' business related communication, provided they give you warning. This can include work emails, internet use & phone.

DISMISSAL

You have the right to 1 week's notice if you've worked for 1 month, 2 weeks notice if you've been employed for 2 years, and +1 additional week for every year thereafter.

TRAINING

Employers must provide clear instructions, information & adequate training for you to be able to do your job.

BULLYING

Employers should protect you from bullying. You have the right not be harassed or discriminated against on the grounds of age, sex, disability, marital status, pregnancy, race, religion or belief, sexual orientation or gender reassignment.

CONTRACTS

Contracts cannot take away from legal minimum rights, but can add to those rights. If you have not received a contract you have a right to a statement of employment particulars within two months from the start of employment. (see AGENCY WORK for more details).

TUC Yorkshire &
the Humber

www.tuc.org.uk/know-your-rights

Contact us if you are
having issues at work:

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