

Ad Clerum 1.5

Clergy holidays

The guidance below reflects that to be found in the Clergy Households Handbook at Section 9 which can be downloaded from the diocesan website.

Rest Periods

Clergy are entitled to an uninterrupted rest period of 24 hours in each period of seven days. Unless specific permission has been granted by the Bishop, their weekly rest period may not be taken on a Sunday or on any of the principal feast days of the Church of England as set out in Canon B6(2) nor on Ash Wednesday, Good Friday or the parish's patronal festival.

Annual Leave

The minimum entitlement to annual leave is 36 days (pro rata for part-time posts) in each leave year or as stated in the Statement of Particulars. Clergy are entitled in addition to the following bank holidays or a day off in lieu: New Year's Day, Easter Monday, May bank holiday, spring bank holiday and August bank holiday. They are also entitled to days off in lieu of the Good Friday, Christmas Day and Boxing Day bank holidays.

Unless specific permission has been granted by the Bishop, days of annual leave may not be taken on more than six Sundays a year, on any of the principal feast days of the Church of England as set out in Canon B6(2), or Ash Wednesday, Good Friday or the parish's patronal festival.

Special Leave

The Bishop may grant an additional period of special leave in exceptional circumstances.

In addition to these holidays, and a weekly day off, clergy should feel free to make an annual retreat of a few days duration, or take several individual days away from the parish during the year for prayer and reflection.

When moving between jobs clergy should, in addition to any annual holiday that is due, take a one month period of 'service leave' to move, settle into a new home, and prepare to engage with their future ministry.

Revised April 2015.