



Long Service Leave

As of 1 January 2010, the National Employment Standards will apply to all staff of the University of Adelaide. This fact sheet provides an outline of the long service leave standard that applies to staff of the University of Adelaide.

What is provided for in the NES?

The NES protects a staff member's existing entitlement to long service leave.

What long service leave entitlement is provided for under the University's Collective Agreement?

The University of Adelaide Collective Agreement 2006—2008 (Agreement) in respect of long service leave meets the minimum requirements of the NES.

Staff are entitled to 6.5 working days long service leave for each completed year of service after 7 years of continuous service.

Staff are entitled to take their long service leave upon providing their supervisor or manager with at least 26 weeks notice prior to taking long service leave.

Staff member's can take a minimum of one working day's long service where application for leave is made and approved.

Casual staff are entitled to long service leave on a pro-rata basis so long as they meet the eligible criteria.

What has changed?

Nothing will change in respect of long service leave entitlements for staff.

Managers and supervisors should continue to provide long service leave in accordance with the provisions of the Agreement.

What if I need more information?

If you have any questions about your entitlement to long service leave, please contact the HR Service Centre at: hrservicecentre@adelaide.edu.au or 8313 1111.