**VOLUNTEER RESERVE FORCES**

Members of the Reserve Forces (e.g. Territorial Army) may, on request, and subject to the needs of the School/Directorates will usually be granted reasonable paid leave for this purpose in addition to the normal holiday entitlement to attend annual training/camp. If further time off for this purpose is requested, this should, wherever possible, be granted as part of the employee’s annual leave. Paid/Unpaid leave is at the discretion of the manager based on the training required/period of service