# Facing redundancy

Understand the proposal before making a decision.

## 1 Ask the right questions

Ask why your role is at risk, who is in the selection pool, which criteria will be used and how scores are checked. Ask about consultation, alternative roles and the proposed timetable. Keep meeting notes and written responses.

## 2 Check the package

Check notice, unused holiday, outstanding pay and any contractual redundancy scheme. Statutory redundancy pay generally requires employee status and two years' continuous service; current age, service and capped weekly-pay rules affect the amount. Use the official calculator rather than an old printed cap.

## 3 Before accepting or leaving

Challenge factual scoring errors and explain alternatives in writing. Ask about suitable alternative employment and trial arrangements. Get advice before refusing a role or leaving early, as redundancy-pay rights can be affected. An offer of voluntary redundancy is still a decision to review carefully.

**Remember**
Redundancy must not be used as a cover for unlawful discrimination. If many roles are affected, ask whether collective consultation duties apply.

**Protect your deadline.** Internal procedures and Centre enquiries do not pause tribunal time limits. Rules depend on the event date and claim. Check current Acas guidance promptly; some urgent claims have much shorter limits.

Acas: redundancy rights

Acas: redundancy notice

Acas: current tribunal time limits