

## **Probationary Periods Timeline**

A probationary period is a trial period within the job role to see if you are suitable for the job. Depending on the employer this will vary, you have the right to know if, or how long the probation period is for.

First day of employment probation starts

End of training-Feedback from line manager on suitability and progression. End of first month-1-2-1 with line manager to find out how they think you are getting on

End of first 3 months- if you are on a 3 month probationary period a decision will be made if you pass or if it is, unfortunately the end of your contract.

If your employer thinks this is the end you should have been already put on some sort of performance plan to support your training in the role. This shouldn't be a surprise.

End of 6 months- this is the same as 3 months however if you had a 3 month review they would have again put you on a performance plan to improve your performance if they were not happy with your work. Or you will pass with flying colours.



## **Probationary Periods rights**

## Why do employers use probationary periods?

Probationary periods are important as they help employers to be sure they've made the right recruiting decision, and to take action more quickly if they feel a new starter isn't suitable for the role.

This reduces the expense of continuing to employ someone who is unsuitable for the job and enables them to be replaced more swiftly. An employee can be dismissed quickly and without much notice.

## What are your employee probation period rights?

Legally, there's no such thing as a probationary period. Once you've started work, the number of weeks you've worked begins on the day you started, not from the time when your probationary period ended. Your full contractual rights also started from your first day of work, unless your contract says otherwise.

Your contract could, however, contain terms which only apply during your probationary period and which are less favourable than those which apply when your probationary period has ended. These terms must not take away your statutory rights. Your employer can extend your probationary period, as long as your contract says they can do this. For example, your employer may want to extend your probationary period in order to have more time to assess your performance. However, they can only do this if your contract has a term which says your probationary period can be extended under these circumstances.