

# WORLD CUP OR WIMBLEDON?

In June 2010 World Cup and Wimbledon Fever will hit. It may be of little or no interest to you personally but what about your employees?

Increased absence or reduced productivity is a potential threat to your business efficiency but it can be overcome with a little planning and morale boosting. Here are some ideas from Critchleys HR and Payroll ...

## Team Building

Provide a TV

Perhaps you could bring a TV into the workplace and allow your employees to watch the big games together. (You will need to ensure you have a TV licence). Provide a supply of drinks and snacks to enhance the atmosphere.

Place a notice somewhere visible that abuse of the facility may result in withdrawal!

## Community Involvement

Design an England Shirt

Why not sponsor a local school or club to design a new strip for the England Team. You can offer a prize to the winner, photograph the prize giving and use the opportunity to publicise your business in local papers.

## Quick Competitions

World Cup/Wimbledon Sweepstake:

If one of your employees is passionate about football/tennis then perhaps they would be willing to arrange this.

First Goal Scored:

Offer employees the chance to predict when the first goal will be scored to win a prize.

62% of business polled by Business Link believed that employees were more enthusiastic and collaborative when given the opportunity to view the World Cup with their colleagues. Therefore involving the workplace with events like the World Cup through flexible working could be great for business!

Here are some of the key dates for England's 2010 World Cup Campaign – but don't forget that employees may well be supporting other nations.

Date	UK Time	Opposition
Saturday 12 June	19:30	USA
Friday 18 June	19:30	Algeria
Wednesday 23 June	15:00	Slovenia
1 <sup>st</sup> in Group		
Saturday 26 June	19:30	
2 <sup>nd</sup> in Group		
Sunday 27 June	15:00	
Quarter Finals		
Friday 2 July	19:30	or Sunday 3 July 15:00
Semi Finals		
Tuesday 6 July	19:30	or Wednesday 7 July 19:30
Final		
Sunday 11 July	20:30	

By ensuring that everyone knows what is expected during these events then maximum enjoyment can be had by all.

Below is a policy example which you may wish to display on the notice board / e-mail out to employees / add to your handbook.

You will need to ensure that each point is appropriate for your organisation e.g. shift swapping/extended lunch breaks may not be possible so can be deleted.

### **Time off For Sporting Events Policy**

[■name of company] recognises that employees may wish to take time off at or around the time of major sporting occasions, such as the World Cup and Wimbledon.

Employees who wish to take time off on such occasions should adhere to the procedure below.

Whilst we wish to ensure that employees enjoy these occasions we also wish to protect the business and its people and warn of undesirable behaviour which will not be tolerated.

### **Procedure**

1. The company will provide the use of a TV to watch major sporting events such as the World Cup/Wimbledon. Time off to watch the matches should be booked as per this procedure. This facility is provided on a discretionary basis and may be withdrawn with immediate effect.
2. If you wish to take time off to watch sporting events you may book annual leave in accordance with the holiday policy and the same notice periods apply. Whilst requests will not unreasonably be refused, they will be considered in line with business needs on a first come first served basis.
3. It may be possible to swap your shift, lunch break or make time up to watch a sporting event. Requests should be in writing to your line manager stating the date, time and duration of time off desired with a minimum of [■number] days notice. Whilst requests will not unreasonably be refused, they will be considered on a first come first served basis in line with business needs and your Line Manager will agree when the time can be made up over the following [■week/month].
4. If you are absent without medical evidence or a sound explanation on the day or the day after a major sporting event it will be considered unauthorised absence and will be subject to the company's disciplinary procedure.
5. If your absence is considered unauthorised then you will not be paid for the days not worked.
6. You are reminded that downloading unauthorised material such as sporting event coverage on company IT equipment will be a breach of the IT policy [■and potentially TV licensing laws]. Any such breaches will be subject to the company's disciplinary procedure.
7. Attending work in an unfit state through excessive alcohol intake will not be tolerated and will be subject to the company's disciplinary procedure.
8. This policy is non-contractual and the company reserves the right to amend or withdraw it at any time.

For friendly help or advice with any employment issues then please contact Critchleys HR and Payroll, Fiona McClure on 01865 261188 or email [fmclure@critchleyshr.co.uk](mailto:fmclure@critchleyshr.co.uk) or Sian King on 01865 261145 or email [sking@critchleyshr.co.uk](mailto:sking@critchleyshr.co.uk).

Alternately go to our website to find out how we may be able to help by visiting [www.critchleyshr.co.uk](http://www.critchleyshr.co.uk).