

## Holidays and entitlements

### [What you need to know about holidays and leave](#)

Employees having R&R and spending time with their families is vital to your business. It's also important to know how to assist employees who are sick or suffer a bereavement.

### [Employee holidays and leave](#)

All employees have a legal entitlement to take holidays and leave. This information will help employers and staff better understand their rights and responsibilities under the Holidays Act, and the Holidays Amendment Act.

### [Staff leave calculators and online tools](#)

Online tools provided by the Department of Labour.

### [Calculate staff holiday entitlements](#)

This simple online tool can help employers work out if an employee is entitled to a paid public holiday, sick day or bereavement leave. You can also use it to calculate how much to pay an employee entitled to leave. Developed by the Department of Labour, it covers employee entitlements under the Holidays Act 2003.

### [Providing flexible working arrangements to employees](#)

Employees who are responsible for caring for another person have the right to request flexible working arrangements under the Employment Relations (Flexible Working Arrangements) Amendment Act 2007. As an employer, you must seriously consider a request made by an eligible employee.

### [Staff rest and meal break entitlements](#)

Read this article to work out the length and number of breaks your employees are entitled to during their work period.

### [What employees must be told about parental leave](#)

Facts and forms that employees are required to give their employees about paid parental leave under the Parental Leave and Employment Protection Act.

### [Providing breaks and facilities to employees who breastfeed](#)

If you have employees who wish to breastfeed during work hours then you'll need to provide them with appropriate facilities and unpaid breaks. Read this article for more information on how to accommodate employees who breastfeed.

### [Working out casual employee entitlements](#)

If you employ people who have an intermittent or irregular work pattern for genuine casual work, you may be able to pay out their annual holidays on a 'pay-as-you-go' basis.