



Brasenose College Informal Guidance on Jury Service

2013

Brasenose College will grant special leave and will pay you as normal. However, you are required to make a claim for loss of earnings from the Court. When payment is received you must advise Brasenose College and provide evidence of the amount received within two months of the payment. Deduction will then be made of this amount (excluding travel and subsistence expenses) from your next salary payment. If you fail to adhere to this condition, Brasenose College reserves the right to make deductions from your pay in respect of the maximum allowance normally made by the Court. When not required for jury service on a particular day or part of a day you are required, where practicable, to return to work