



Factsheet: Managing the London 2012 Olympic & Paralympic Games

With the London 2012 Olympic & Paralympic Games fast approaching we are encouraging all employers, irrespective of type, size and location, to begin planning now or risk disruption to their core business next summer through poor preparation.

Implications for employers

With 66 million tickets available for the Games and plans already in place to broadcast the Olympics live on large screens in cities throughout the UK, employers potentially face a number of issues regarding their employees from late July through to September next year. In particular employers will have to make provisions to manage:

- The above average number of employees who will plan to take time off to attend or watch the Games.
- The employees who do not intend to take time off but still hope to be able to watch some coverage on television during working hours.
- Employees who wish to set up flexible working arrangements, enabling them to avoid public transport during overly busy periods.
- Employees who do not wish to actively follow the Games but who may become aggravated by perceived favouritism towards those who do.

How should you prepare

A few simple steps can prepare employers and ensure that they continue to operate as smoothly as possible during the Games.

Employers should:

- Start to manage attendance levels for the Olympic period now by talking to employees about their future plans.
- Be realistic and practical; consider implementing flexible working patterns in their business during the Games.
- Be fair; why not allow staff access to a television for popular Olympic events for an agreed time, thus taking the temptation away for employees to watch lengthy coverage via the internet when they should be working.
- Most importantly, convey these messages early, enforcing them in the form of a simple up-to-date 'Time Off For Sporting Events Policy', this will then ensure that no favouritism occurs and that all employees are treated fairly.

If you wish to have a Time Off for Sporting Events Policy, please contact us.