Dear [Your HR Advisor]

I disagree with the imposed variation of contract that means that I will be entitled to only 27 days annual leave and four concessionary days. My academic contract (post-pay and modernisation) has no fixed leave entitlement:

*3.1 Annual Leave*

*Non-clinical academic staff have no fixed annual leave entitlement however the indicative annual leave entitlement will be 27 days.*

One of the guiding principles at the time of pay and modernisation was that staff should suffer no detriment if they moved over onto the new single pay spine. By stating that I can take no more than 27 days annual leave in an academic year contravenes these guiding principles.

What is being proposed is a material breach of my existing contract. I wish to be treated no differently to academic staff employed on the same post-pay and modernisation academic contract in other parts of the College.

Yours sincerely