

Green Templeton College University of Oxford

Retirement Policy

Following the removal of the Default Retirement Age, employees may retire at any specific age. Consequently line managers need to talk to employees to understand their intentions.

An employee who decides to retire is required to formally resign from their post, submitted in writing, and provide the notice specified in their contract of employment in the normal way.

It is helpful to understand the intention of employees with regards to their future career and retirement plans, as far as is possible, to enable the College to undertake workforce planning and to assist employees in their career planning process. Consequently line managers do discuss retirement plans with staff from time to time.

It is acknowledged that individual intentions to retire can change due to a variety of personal circumstances and any informal discussions will only be progressed formally once notice to resign has been given.