# A logo with a letter and text  AI-generated content may be incorrect.How Does Holiday Pay Work for Temporary Employees?

We get it—understanding holiday pay when you're working as a temp can feel like a bit

of a minefield. But don’t worry, we’ve got you covered.

If you’re on a PAYE contract with KC Group Recruitment, you’re entitled to paid annual leave just like permanent employees are. Here's a quick breakdown to help you get to grips with how it all works:

# The Basics

* You’re entitled to **28 days paid holiday a year**—that’s 5.6 weeks—including the 8 bank holidays.
* For every hour you work, you **accrue holiday pay at 12.07%** of your hourly rate.
* That percentage comes from dividing 5.6 weeks' holiday by 46.4 working weeks in the year.
* Just like permanent contracts, you’ll need to **use your holiday within the holiday year**—it doesn’t roll over into the next one.
* Your holiday year will be confirmed in your **booking confirmation** when you start your assignment with us.

# Taking Holiday

* You can only take **paid holiday** if you’ve built up enough hours to cover it.
	+ Example: If you’ve built up 3 days of holiday and ask for 5 off, you’ll be

paid for 3 and take 2 unpaid.

* If your assignment ends and you haven’t used all your holiday, **we’ll pay this to**

**you** when we issue your **P45**.

# FAQs

**How do I take time off?**

Make sure your time off is approved by your manager first. Then, let your KC consultant

know so we can make sure you’re paid correctly.

# Do I need to submit a timesheet while I’m on holiday?

Nope! Once it’s all approved and you’ve told us, we’ll sort the rest for you.

# What happens if I finish my contract with holiday left over?

Any unused, accrued holiday will be paid out in your final pay along with your P45.

# Can I just request my holiday pay without taking time off?

Sorry, but no. Holiday pay can only be paid when you’re actually taking annual leave, or

once your assignment ends.

# What if the permanent staff I’m working with get more holiday?

Great question. Once you hit **week 13** of your assignment, you qualify for AWR (Agency Workers Regulations). That means you’re entitled to the **same holiday perks as someone doing the same job permanently**. We keep track of all this for you and will let you know if anything changes.