

# Flexible working myth busting

## Myth

### Flexible working won't work here

Very few organisations genuinely can't accommodate some form of flexible working. Often it's fear of change that's the obstacle, best overcome by good communication and a constructive discussion of potential problems. A pilot or trial period is helpful to fine-tune arrangements and dispel any fears that colleagues may have about the impact on them. Putting teams in control of their own working arrangements – for example, with self-rostering – is another great way of introducing flexibility, enabling shared responsibility for getting tasks done in ways that suit each individual.

## Myth

### If I approve one request to work flexibly, then I'll have to approve everyone's

Employees don't request flexible working just because they can, they do so if it's right for them. You can consider each request on its own merits, so subsequent requests may not be acceptable for specific business reasons. You still may be able to reach a compromise arrangement with other team members or a job share.

## Myth

### No one will want to work Fridays

It's highly unlikely that everyone will ask for the same working pattern. If you do receive several competing requests, look at them in the order you received them and assess each on the circumstances at that point. For any requests you can't agree to you may be able to find a suitable alternative, such as Mondays off instead of Fridays, or other arrangements agreed between colleagues.

## Myth

### I can't change a flexible working arrangement in the future if I need to

Approving a flexible working request means a permanent amendment to the employee's contract. It can be changed, but only by mutual agreement. You may want a trial period for a new arrangement to see how it works for all parties before committing to it. This will help you identify problems and propose solutions that suit both sides and make it more likely that future changes won't need to be made.