

Ante-natal care policy

1 Introduction

1.1 This policy details the provision for employees to attend ante-natal care.

2 Legal / statutory position

2.1 The policy reflects the provisions of the Paternity and Adoption Leave Regulations 2002 and is in line with General Whitley Council Agreements.

3 Procedure

3.1 What is the leave entitlement?

3.2 All pregnant women are entitled to paid time off to attend ante-natal care.

3.3 These rights for mothers to paid time are not only for medical appointments. The paid leave could extend to relaxation classes or parentcraft classes as long as these are advised by a registered medical practitioner, registered midwife or registered health visitor.

3.4 Biological and adoptive fathers, nominated carers and same sex partners are entitled to reasonable paid time off to attend ante-natal classes up to a maximum of eight hours in total (including any travelling time).

3.5 All employees are asked, as far as possible, to arrange appointments around shifts/working hours or at the start or end of the working day.

3.6 How to apply

3.7 Employees should inform their manager as early as possible of any appointments. Managers may ask for evidence of the appointment such as an appointment card or other document showing the appointment has been made.

3.8 Notification

3.9 All time off relating to a pregnant woman or a partner/nominated carer must be recorded on the Weekly Absence return form (LA187/191) as 'b – ante-natal leave'.

4 Any questions

4.1 For clarification or advice regarding the policy employees should contact their HR officer.

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