



Maternity leave

The policy of the company is to comply with both the letter and the spirit of the law on maternity, Parental, Paternity, Adoption, and Time off for Dependents rights.

Statutory Maternity

Leave is 52 weeks. You do not have to take 52 weeks, but you must take 2 weeks' leave after your baby is born (or 4 weeks if you work in a factory).

A pregnant employee has the right to both 26 weeks of ordinary maternity leave as well as 26 weeks of additional maternity leave.

It is made up of:

Ordinary Maternity Leave - first 26 weeks

Additional Maternity Leave - last 26 weeks

Parental leave

You and your partner may be able to get Shared Parental Leave (SPL) and Statutory Shared Parental Pay (ShPP) You can share up to 50 weeks of leave and up to 37 weeks of pay between you.

Paternity leave

All partners with 26 weeks continuous service, at the notification week (15 weeks before the child is born), are entitled to 2 weeks paid paternity leave.

The leave can be taken in conjunction with the parental leave and/or the adoption leave.

Adoption leave

Parent who is matched with a child by an approved adoption agency may take adoption leave for children up to 18 years of age.

Employees must have 26 weeks service before the adoption match is made and must inform the employer of the intention to take leave within 7 days of the notification of the adoption placement.

Time off for dependants

Employees are entitled to take a reasonable amount of unpaid time off work to care for dependants in certain defined circumstances.

A dependant is defined as the employee's spouse/partner, child or parent or anyone who lives in the same household as the employee, (not a tenant, lodger, boarder or employee) or someone who would rely on the employee for assistance in the event of injury, assault or illness.