

OCCUPATIONAL MATERNITY SUPPORT SCHEME

Eligibility:

There is no service requirement.

You must be the primary provider of support to the mother during maternity and around childbirth (and so unlike the Paternity Support scheme you may be an immediate relative and may not be responsible for the child's long-term upbringing).

Maternity Support Leave will not be granted where the Occupational Paternity Support Scheme has been granted.

Relevant Date*

Other than for premature births, the earliest Paid Maternity Support Leave can commence is 11 weeks before the Expected Week of Childbirth (EWC).

Entitlement to Maternity Support Leave:

1 week's paid leave to be taken within 8 weeks of the relevant date*.

Notification of Maternity Support Leave:

The employee is asked to give 28 days notice of the date they wish their leave to commence and this period of notice applies to any change in date. Where 28 days notice of a change is not practical (e.g. premature birth), then notice should be given at the earliest opportunity.

Maternity Support Pay:

- One week at normal weekly earnings

Return to work

The assumption under the scheme is that the employee intends to return to work at the end of the scheme.

If an employee requests any other adjustment to the job on their return to work, for the purposes of child care arrangements, then these will be considered under the Council's Flexible Working Policy.

If they wish to take advantage of the right to unpaid parental leave of up to 4 weeks, after the end of the 1 week, then 28 days notice is preferred (see Parental Leave scheme for further details).

Pensions

Employees who are members of the Local Government Pension Scheme (LGPS) will pay contributions on any pay received during Maternity Support Leave. This will be based on the contribution rate effective at the time.

Other contractual benefits:

The employee is entitled to all normal contractual benefits during the scheme (except sick pay – see below).

All statutory rights will be upheld.

Leave

Leave is accrued in accordance with the employee's contract during the one week paid Maternity Support Leave

Sickness

An employee who is in receipt of Occupational or Statutory Sick Pay may not receive Occupational Maternity Support Pay at the same time.

Adoptive Parents

See Occupational Adoption Scheme/ or Occupational Adoption Support Scheme for further information.