

Parental Support Leave

In addition to your statutory or legal entitlements for Parental Leaves and Pay (Adoption, Maternity, Paternity, Parental, Dependant Leave etc), the Council also provides additional (discretionary) days to support employees who have recently become parents.

This document is about:

- ❖ What additional support is available
- ❖ Eligibility for support leave
- ❖ Number of days and how to request it

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Adoption Support Leave

Five days paid leave is available for employees who are the partner **or** nominated carer of the Primary Adopter at or around the date of the placement. This can be used in conjunction with [paternity leave](#) or [parental leave](#).

A nominated carer is the person chosen by the Primary Adopter to assist in the care of the child and to provide support to the Primary Adopter at or around the date of placement. This would normally be the husband or partner of the Primary Adopter, or in the case of an adopter being the sole adopter, another person may be nominated to assist/support the adopter (e.g. adopter's mother).

Only **one** nominated carer is eligible for Adoption Support Leave per adoption. If the husband/partner of the primary carer is taking Paternity Leave and/or Adoption Support Leave, another person would not also be eligible to take Adoption Support Leave.

To apply for Adoption Support Leave, you should first agree your leave with your line manager before completing the [application form](#) and send this to Payroll Services.

Maternity Support Leave

The mother has her own entitlements to paid time off for ante natal appointments. Please see [gov.uk](#).

Maternity support leave is available for the partner to accompany the expectant mother at an ante-natal appointment and is available to employees who are the child's father, the spouse, partner, nominated carer of the mother or the intended parent of a child in a surrogacy arrangement. This applies to any pregnancy (not just the first child).

One half day **paid** leave for one ante-natal appointment.

One half day **unpaid** leave for a second appointment.

Five days paid leave is available for the child's father, partner **or** nominated carer of an expectant mother at or around the time of the birth. This can be used in conjunction with [paternity leave](#) or [parental leave](#).

A nominated carer is the person nominated by the mother to assist in the care of the child and to provide support to the mother at or around the time of birth. This could be a partner of the mother, or where there is no husband/partner, another person may be nominated to assist/support the mother (e.g. mother's mother).

Only **one** nominated carer is eligible for Maternity Support Leave per pregnancy. If the husband/partner of the mother is taking Paternity Leave and/or Maternity Support Leave, another person would not also be eligible to take Maternity Support Leave.

To apply for Maternity Support Leave, first agree your leave with your line manager and then complete the [application form](#) and send to Payroll Services.

Foster Carer Leave

The council provides employees a one-time additional 4 days paid leave (not an annual offer) to support them through the onboarding process of becoming a foster carer.

In addition to the above employees are awarded up to a maximum of 5 days paid leave per annum for the purpose of attending:

- ❖ Training events;
- ❖ Statutory review, education planning and other meetings related to their foster carer responsibilities;
- ❖ Supervision sessions.

All paid leave must be authorised by the employee's manager, so employees should please provide as much notice as possible of the request for leave.

Foster carers are also eligible for [Dependants Care Leave](#).