



Maternity and Paternity Enhancement

Melrose Education want to do all that we can to support expectant working mothers, soon to be fathers, adoptive parents and duomoeders (female partners of the birth mother) at a time when it matters most. We are therefore, delighted to provide a pregnancy pack and enhanced maternity and paternity pay.



Once your principal knows you are pregnant, a risk assessment will be carried out with you. Each trimester, the risk assessment will be reviewed and updated.

As part of your meetings each trimester, your principal will agree with you what items will be purchased by the school to support your health and wellbeing from our recommended list.



The recommended list includes:

First Trimester:

A water bottle
Pregnancy vitamins

Second Trimester:

A pregnancy ball
A heat pack for back pain
A stool for elevating feet

Third Trimester:

A support band for baby bump
A £250 payment via payroll for you to treat yourself and baby

At this exciting time, we want to do as much as we can to support you. The pregnancy pack will be supplied to you each trimester. If you have any questions, please speak to your principal who will be happy to advise.

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Melrose Education
LIMITED

To support you in the early days of being a parent, we will also 'top up' your maternity, paternity, or adoption pay.

Ordinarily you would receive 39 weeks' maternity pay - 6 weeks at 90% of your earnings and 33 weeks at statutory maternity pay rates. However, we will pay you an additional 7 weeks at 90% meaning you receive this level of pay for 13 weeks instead of 6. We will also pay a further 13 weeks at 50% of your earnings and the remaining 13 weeks will be paid at statutory maternity pay rates. You can also take an additional 13 weeks unpaid leave.



Adoptive Parents

Statutory adoption pay is paid for up to 39 weeks. The first 6 weeks is payable at 90% of your earnings with the remaining 33 weeks at the statutory adoption pay rates. However, we will pay you 13 weeks at 90% of your earnings, then a further 13 weeks at 50% of your earnings and the remaining 13 weeks will be paid at statutory adoption pay rates.

Partners - And if you are the proud father-to-be or duomoeder, we will ensure you have time with your new baby by paying for two weeks (based on your normal working days) of paternity leave in addition to the two weeks' leave at the statutory paternity pay rate, topped up to full pay. (This will not impact your statutory rights.) This 4-week period can be taken over a one term period as agreed by your Principal. We will also pay you for up to 3 antenatal appointments prior to the birth.

Fertility Paid Time Off

Employees undergoing fertility treatment will be entitled to up to five days of paid leave per year, limited to 15 days over a 3 year continuous period. Fertility leave will be granted to receive and recover from fertility treatment and to attend appointments specifically associated with the process.

For example, pre-booked consultant appointments, collection of eggs, monitoring tests, etc. Where an employee is not undergoing fertility treatment themselves but has a partner who is receiving fertility treatment, we will grant the employee up to two days of paid leave per cycle of treatment so that they can attend appointments with their partner. Leave will be limited to a maximum of three cycles in total.

For this policy, 'partner' refers to the partner of the employee undergoing treatment and includes same-sex partners. This leave also applies to an employee whose surrogate is undergoing fertility treatment. You can also share parental pay and leave. For more information and eligibility requirements, refer to our policy.

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