

Pregnancy & Baby Loss Policy

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University of Strathclyde

I. Introduction

At Strathclyde, we understand how devastating pregnancy and baby loss can be when it happens to you, your partner or those in a surrogacy arrangement. We know that family members can also be deeply affected. If you're reading this because you have been directly affected, we're sorry for your loss. We recognise that this loss can be incredibly painful, making it difficult for you to come to work. We also know that such loss is sadly more common than people may think and that the experience of those affected is often misunderstood. Because of all of this, we want to foster a supportive work environment where you feel you can discuss your loss, if you wish, and receive the support and time off you need.

In this policy you'll find information about what support and leave is available, what pay you'll receive, and more.

Please note, if this policy refers to additional guidance, FAQs, online forms, or training, these are accessible to University colleagues on our <u>People Hub</u>.

2. Who is Covered by this Policy?

This policy applies to all employees of the University.

3. What Time Off is Available?

This policy and supporting <u>Pregnancy & Baby Loss Guidance for Managers</u> (staff login required), has been based on guidelines provided by the <u>Miscarriage Association</u>.

For the purposes of this policy, pregnancy or baby loss is used to refer to:

- <u>Miscarriage</u> is the loss of a pregnancy before 24 weeks.
- <u>Terminating a pregnancy for medical reasons (TFMR)</u> can happen before and after 24 weeks.
- <u>Stillbirth</u> is when a baby does not survive after the 24th week of pregnancy or during birth.

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• Neonatal loss is when a baby dies within 28 days after they are born.

If you experience pregnancy or baby loss, we encourage you to talk to your manager to ensure you receive the support that you need. We'll always handle these matters sensitively and confidentiality will be maintained, as far as possible, unless we've serious concerns for your safety or that of others.

If you experience miscarriage, or TFMR before 24 weeks, we'll provide:

• Two working weeks paid Compassionate Leave for Pregnancy Loss. This is available for pregnant parents, their partner or those in a surrogacy arrangement.

If you experience stillbirth, neonatal loss, or TFMR after 24 weeks, we'll provide:

- <u>Maternity Leave and Pay</u> for pregnant parents, followed by four working weeks paid <u>Parental Bereavement Leave (included in Bereavement & Compassionate Leave Policy)</u> or
- <u>Paternity Leave</u> for their partner, followed by four working weeks paid <u>Parental</u> <u>Bereavement Leave (included in Bereavement & Compassionate Leave Policy)</u>

If you experience stillbirth, neonatal loss, or TFMR after 24 weeks, through a surrogacy arrangement, we'll provide:

• Four working weeks paid Parental Bereavement Leave

If you're not ready to return to work, after your leave has ended, you may wish to take sickness absence leave. Just so you know, any pregnancy-related absence won't count towards any sickness absence triggers.

If you've been affected as a family member, for example as a grandparent, and need time off to support your loved one, we'll provide:

• Up to one working week paid <u>Bereavement & Compassionate Leave</u>

4. Pay During Leave and Medical Appointments

Compassionate Leave for Pregnancy Loss, Parental Bereavement Leave and Bereavement Leave are fully paid.

Please refer to the separate policies for details of paid Maternity Leave and Pay, Paternity Leave and Pay and Bereavement & Compassionate Leave.

We know that if you experience pregnancy or baby loss, you might need time away from work to attend medical or other related appointments, or to attend such appointments to support your partner. In these circumstances, we'll always agree a reasonable amount of paid leave to attend appointments.

5. What Should I do?

If you're a member of staff:

- Speak to your manager if you experience pregnancy or baby loss so that you are provided with the full support available. Your manager will keep this confidential and, unless we've serious concerns for your safety or the safety of others, won't share this information without your consent.
- You do, however, have the right to keep your loss private if you choose to do so.
- Notify your manager when you need to take Compassionate Leave for Pregnancy Loss, Parental Bereavement Leave or Bereavement Leave

If you're a manager:

- Familiarise yourself with this policy and supporting Pregnancy & Baby Loss Guidance which provides information on supporting an employee before, during and after pregnancy and baby loss.
- Discuss appropriate support needs with staff, ensuring sensitivity and confidentiality, as far as possible, asking what they need and approving time off for Compassionate Leave for Pregnancy Loss, Parental Bereavement Leave, or Bereavement Leave
- Signpost staff to additional available support, including <u>counselling and the Employee</u> <u>Assistance Programme (EAP)</u> provider and the <u>Wellbeing Hub</u>
- Offer to keep in touch with staff during leave but be aware that the staff member may not want to do this and should not be pressured into frequent contact during this period.
- Offer a return-to-work meeting with staff affected and referral to Occupational Health;

6. Returning to Work After Leave

We don't presume to understand how returning to work after the loss of a pregnancy or baby will feel. It might be daunting for some or a welcome return to routine for others. You may feel anxious about how you'll manage, how people will respond and what you'll say to your colleagues about what's happened.

To make things easier, your manager will offer a return-to-work meeting to:

- Check how you're feeling and whether you're fully ready to return to work.
- Discuss whether you need any temporary support adjustments put in place to support you.
- Encourage you to speak to your GP for support, if you haven't already.
- Discuss whether a referral to Occupational Health would be helpful.

To help you prepare, it might be useful to decide in advance, what you're going to say and how much, if anything, you're going to share with your colleagues.

7. Further Information and Support

You can access free counselling through our independent Employee Assistance Programme (EAP) provider. Visit our <u>Wellbeing Hub</u> for more information.

However, if you would prefer to speak with someone who is specifically trained in pregnancy loss, you can contact one of the specialist organisations listed in our Pregnancy & Baby Loss Guidance.

If you've any queries about this policy, please talk to your manager or contact <u>Human</u> <u>Resources</u>. Further information and guidance, for both staff and managers, can also be found on the <u>Wellbeing Hub</u>.

8. Policy Review

This policy is reviewed by Human Resources on a regular basis. To see when the next review is due, please see our <u>Policy Review Schedule</u> (staff login required) on our People Hub.