



**PATERNITY/NOMINATED
CARER LEAVE SCHEME**

Contents

- 1.0 Introduction3
- 2.0 Scope3
- 2.1 Paternity Leave Entitlement3
- 2.2 Paternity Pay4
- 2.3 Shared Parental Leave4
- 2.4 Pension4
- 2.5 Rights During Paternity Leave4
- 2.6 Childcare Vouchers5
- 3.0 Equality Impact Assessment.....5

REFERENCE

1.0 Introduction

From 7 April 2024, the Government introduced new changes to statutory paternity leave, amending the Paternity Leave Amendment Regulations 2024, which will apply in all cases where the expected week of childbirth falls on or after 6 April 2024. allow paternity leave to be split into two blocks of one week at any point in the first year after the birth or adoption of their child.

For parents of babies born before 6 April, fathers or partners are only able to take one continuous block of paternity leave of one or two weeks within the first eight weeks after birth.

Under the amended legislation, the notice period required for each period of leave has been shortened to 28 days, or four weeks, instead of 15 weeks before the expected week of childbirth.

2.0 Scope

The paternity/nominated carer leave scheme will apply to all employees who:

- Have or expect to have responsibility for the baby's upbringing and are either the biological father or the mother's husband, civil partner or partner
- Have been continuously employed for 26 weeks as at the 15th week before the expected week of confinement (EWC) and continuously up until the date of birth
- Wish to take time off to care for the baby or support the mother

Are the nominated carer in the absence of the mother's husband or partner, subject to the appropriate proof of need.

Employees who are adopting a child should refer to the Council's Adoption Leave Scheme for confirmation of paternity/nominated carer leave entitlement.

2.1 Paternity Leave Entitlement

Employees can take up to 2 weeks leave, either separate or consecutive weeks (but not odd days).

They can choose to start their leave from:

- the date of the child's birth (whether later or earlier than expected)
- a chosen number of days or weeks after the child's birth

- a chosen date

Leave can start on any day of the week on or following the child's birth but must be completed:

- within 52 weeks of the actual date of birth, or
- if the child is born early, within the period from the date of birth up to 52 weeks after the expected week of birth

Only one period of leave will be available irrespective of whether more than one child is born as a result of the same pregnancy.

2.2 Paternity Pay

Employees will be entitled to receive their normal pay for both weeks' paternity leave if they have been continuously employed for 26 weeks as at the 15th week before the expected week of confinement (EWC) and continuously up until the date of birth. Otherwise it will be unpaid leave.

Employees must have average weekly earnings at or above the Lower Earnings Limit for National Insurance as at the 15th week before the EWC.

The relevant application form will need to be completed.

2.3 Shared Parental Leave

Shared Parental Leave will enable eligible mothers, fathers, partners and adopters to choose how to share time off work after their child is born or placed for adoption. This could mean that the mother or adopter shares some of the leave with her partner, perhaps returning to work for part of the time and then resuming leave at a later date.

It is designed to give parents more flexibility in how to share the care of their child in the first year following birth or adoption. Parents will be able to share a pot of leave, and can decide to be off work at the same time and/or take it in turns to have periods of leave to look after the child.

Full details of the scheme are available on the Council's Intranet.

2.4 Pension

For employees in the Local Government Pension Scheme, any payment received will be pensionable.

2.5 Rights During Paternity Leave

Employees are entitled to the benefit of all terms and conditions of employment, during paternity leave.

2.6 Childcare Vouchers

This scheme enables employees to exchange part of their pay for childcare vouchers. As vouchers reduce your taxable pay and national insurance contributions are not paid on the value of the vouchers, financial savings can be made. They can be used to pay for a registered nursery, out of school schemes, registered childminder, or an approved relative. The vouchers cannot be paid to spouses or partners. Employees should contact the Human Resources Team for further details, although Childcare voucher and directly contracted childcare schemes have closed to new applicants.

3.0 Equality Impact Assessment

An Equality Impact Assessment of this Policy has been undertaken to ensure that the implications of its introduction do not cause adverse impact or discrimination against different groups of employees within the organisation.