

Policy/Procedure/Strategy: Maternity, Paternity, Adoption and Shared Parental Leave Policy

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Review Due: 01/12/2020

Department/Section: Human Resources

Date of Assessment: 29/03/2017

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## Step 1

Aim of proposed activity/decision/new or revised policy or procedure:

Argyll College UHI recognises the importance of a positive approach to ensuring that as far as possible employees are able to combine their career and family responsibilities.  
This policy aims to ensure all employees are treated in a fair and consistent manner and in accordance to current legislation.

- New
- Revised
- Existing

Who will be affected?	Who will be consulted?	Evidence available:
College staff	College staff	Qualitative – Argyll College UHI Maternity, Paternity, Adoption and Shared Parental Leave Policy, Children and Families Act (2014), Shared Parental Leave Regulations (2014), Statutory Shared Parental Pay (General) Regulations (2014), Maternity and Adoption Leave (Curtailment of Statutory Rights to Leave) Regulations (2014), Statutory Maternity Pay and Statutory Adoption Pay (Curtailment) Regulations (2014), Employment Rights Act (1996), Paternity and Adoption Leave Regulations (2002), Statutory Paternity Pay and Statutory Adoption Pay (General) Regulations (2002), Additional Paternity Leave Regulations (2014), Maternity and Parental Leave etc Regulations (1999). Anecdotal – Staff views on the policy.

## Step 2

Potential Positive/Negative/Neutral Impact Identified. P, N, N/I	Age	Disability	Gender Reassignment	Marriage/Civil Partnership	Pregnancy and Maternity	Race	Religion or Belief	Sex	Sexual Orientation
Eliminating Discrimination	N/I	N/I	N/I	P	P	N/I	N/I	P, N	N/I
Advancing Equality of Opportunity	N/I	N/I	N/I	P	P	N/I	N/I	P, N	N/I
Promoting Good Relations	N/I	N/I	N/I	P	P	N/I	N/I	P	N/I

## Step 3

Action to be taken

- Clarification required in wording of Section 8.7.3.3
- Policy review should consider time off for the biological father, or partner/husband of the mother, to attend ante-natal appointments.
- Review of equality impact assessment should be carried out whenever this policy or associated legislation is updated or revised.

Summary of EIA Outcome – please tick

- No further action to be carried out
- Amendments or changes to be made
- Proceed with awareness of adverse impact
- Abandon process – Stop and Rethink

Please forward completed EIA forms to the Equality & Diversity Committee