



**POLICE FEDERATION
of England and Wales**

Internet: www.polfed.org

**Intranet: <http://pfnet>
(access limited to JBB staff)**

Paternity Leave

MAY 2012

The Police Federation of England and Wales is the representative body for all Constables, Sergeants and Inspector ranks in the Police Forces of England and Wales.

This leaflet sets out the entitlements of police officers who are the nominated carer of an expectant mother or who are the father or partner of a woman who has had a baby or who is the second parent in a couple adopting a baby.

**Paternity leave is known
in the Police Service as:**

**ORDINARY & ADDITIONAL
MATERNITY SUPPORT LEAVE
&
ORDINARY AND ADDITIONAL
ADOPTION SUPPORT LEAVE**

PATERNITY LEAVE

Police officers (who satisfy the eligibility and notification rules) can take paternity leave in two parts:

**1 Ordinary Maternity/Adoption
Support Leave**

Short term leave available at or around the time of birth or adoption; and

**2 Additional Maternity/Adoption
Support Leave**

Longer term leave available in the first year of the baby's life or adoption.

**ELIGIBILITY &
NOTIFICATION RULES**

Both forms of leave are available to male and female police officers, but there are different eligibility and notification requirements for each form of leave and pay.

There is no service requirement for Ordinary Maternity or Adoption Support Leave, but in order to take Additional Maternity or Adoption Leave an officer must

have 26 weeks service in a Force by the 15th week before the expected week of the baby's birth or the week in which they are notified of the match for adoption; and must provide 8 weeks' notice that they are going to take Additional Maternity or Adoption Leave.

RECALL TO DUTY

Police officers may be recalled to duty at any time. This should only be for exceptional reasons such as court attendance or a disciplinary hearing.

ORDINARY MATERNITY/ ADOPTION SUPPORT LEAVE

An officer can take Ordinary Maternity or Adoption Support Leave in order to care for the child and/or support the child's mother or main adopter in caring for the child.

Officers who are the father of the baby, the second parent in a couple who are adopting, or another person nominated by the child's mother can have up to 2 weeks off work (2 x 40 hours/pro-rata for part time officers) to help the mother care for the child at or around the time of the birth or adoption.

The 2 weeks do not have to be taken together. Each period of a week can be taken separately.

ORDINARY MATERNITY/ ADOPTION SUPPORT PAY

Week 1: The first week (40 hours/pro-rata for part time officers) is paid at an officer's normal rate of pay.

Week 2: Officers with 26 weeks continuous service at the 14th week before the expected week of childbirth or the date on which they are notified of a child for adoption, are entitled to be paid for the second week (40 hours/pro-rata for part time officers) at Statutory Paternity Pay rate, (the same as the lower rate of Statutory Maternity Pay). This is paid only if the weeks are taken together within the first 8 weeks after the baby is born or placed for adoption.

RECKONABLE SERVICE

All paid leave taken as Maternity/Adoption Support Leave counts as pensionable service, reckonable for incremental pay and leave purposes and for inclusion in any period of probationary service.

Unpaid Ordinary Maternity/Adoption Support Leave and unpaid Additional Maternity/Adoption Support Leave cannot be bought back for pension purposes.

EXIGENCIES OF DUTY

All forms of maternity/adoption support leave are subject to exigencies of duty.

ADDITIONAL MATERNITY/ ADOPTION SUPPORT LEAVE

An officer who is the father, or partner of the baby's mother, or main adopter and expects to have responsibility for the child's upbringing is eligible for Additional Maternity/Adoption Support Leave.

This leave must be taken in one block for a period of between two and 26 weeks to care for the child. It can start 20 or more weeks after the child's birth or placement for adoption and once their partner has returned to work from Statutory Maternity or Statutory Adoption Leave and /or ended their entitlement to Statutory Maternity or Adoption Pay, or Maternity Allowance.

There can be a gap between the mother or main adopter returning to work and the start of Additional Maternity/Adoption Support leave.

This leave must end by the end of the 52nd week after the child's birth or placement for adoption.

ADDITIONAL MATERNITY/ ADOPTION SUPPORT PAY

Officers who take Additional Maternity/Adoption Leave may qualify for Additional Statutory Paternity Pay (ASPP) paid at the same rate as the lower rate of Statutory Maternity Pay.

An officer will receive ASPP during the time their partner would have been receiving Statutory Maternity or Adoption Pay or Maternity Allowance had they not returned to work.

The mother or primary adopter must have been in receipt of Statutory Maternity Pay, Statutory Adoption Pay or Maternity Allowance, have returned to work with at least 2 weeks entitlement to pay remaining.

KEEPING IN TOUCH DAYS

An officer who takes Additional Maternity/Adoption Support Leave is entitled to 10 Keeping in Touch (KIT) days without bringing their leave to an end.

This entitlement is separate from the mother's or adopter's entitlement to KIT days.

