

HR & OD POLICIES

human resources and organisational development



Maternity Leave Policy

1. POLICY STATEMENT

Aberdeenshire Council recognises the value of its employees and the importance of providing appropriate maternity leave provision, taking into account relevant statutory regulations and National Conditions of Service.

2. SCOPE OF POLICY

This Policy will apply to all pregnant employees of the Council covered by the following National Schemes of Conditions of Service.

- SJC for Local Government Employees
- SJNC for Local Authorities' Service Craft Operatives
- SJNC for Local Authorities' Service Chief Officials
- SNCT Scottish Negotiating Committee for Teachers

3. RELATED LEGISLATION

This policy links to other associated policies, agreements, legislation and procedures including:

- Work and Families Act 2006
- The Employment Rights Act 1996
- The Employment Act 2002
- The Paternity & Adoption Leave Regulations 2002 as amended
- The Maternity & Parental Leave Regulations 1999 as amended
- Scottish Negotiating Committee for Teachers - SNCT 11/26 Part 2, Section 7 - Family Leave
- The additional Paternity Leave Regulations 2010

4. GUIDANCE NOTES

All pregnant employees are entitled to 52 weeks' maternity leave (26 weeks' ordinary maternity leave and 26 weeks additional maternity leave).

For more information on maternity leave including maternity pay and notification procedures please refer to the appropriate guidelines below.

- [Maternity Leave: Guidelines Local Government Employee](#)
- [Maternity Leave: Guidelines Teaching and Associated Professionals.](#)

Maternity Leave

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Policy

Revision Date	Previous Revision Date	Summary of Changes
25-11-2011	-	Creation of all Documents
02-06-2015	25-11-2011	Format update