



University of
Salford
MANCHESTER

Student Pregnancy, Maternity, New Parenthood and Adoption Policy

Version Number 1.2

Effective from 15 May 2018

Author: Head of Student Support

Student Experience & Support

Document Control Information			
Revision History incl. Authorisation: (most recent first)			
Author	Summary of changes	Version	Authorised & Date
Polly Smith	General review incorporating department restructures	V1.2	Approval not required – minor updates only
Polly Smith	Updated links to form listed in Section 5	V1.1	Approval not required – formatting changes only
Leyonie Higgins & Polly Smith	New Policy		Senate July 2015
Policy Management and Responsibilities:			
Owner:	This Policy is issued by the Student Experience, Learning, Teaching and Enhancement Committee (SELTEC). The Chair of SELTEC has the authority to issue and communicate policy on this policy and has delegated day to day management and communication of the policy to the Associate Director of Student Experience & Support.		
Others with responsibilities (please specify):	All subjects of the Policy will be responsible for engaging with and adhering to this policy.		
Author to complete formal assessment with the following advisory teams:			
Equality Analysis (E&D, HR) Equality Assessment form	1. <i>May 2015</i>		
Legal implications (LPG)	2. <i>Legal May 2015</i>		
Information Governance (LPG)	3. <i>May 2015, Jan 2018</i>		
Student facing procedures (QEO)	4. <i>QEO May 2015</i>		
UKVI Compliance (Student Admin)	5. <i>N/A</i>		
Consultation:			
Staff Trades Unions via HR Students via USSU Relevant external bodies (specify)	1. <i>USSU consulted during development of policy</i>		
Review:			
Review due:	E.g. 2 years by August 2019 (Note: LPG send a reminder to review is due)		
Document location:	University Policy & Procedure Pages		
University of Salford Policy pages http://www.salford.ac.uk/policies			
The owner and author are responsible for publicising this policy document.			

1.0 Purpose

The University of Salford is committed to promoting equality in all its activities.

The Equality Act 2010 has significantly strengthened the legal protections for students during pregnancy and maternity. Both students and applicants are now protected in relation to:

- Admissions
- The provision of education
- Access to any benefit, facility or service
- Disciplinary proceedings

The purpose of this policy document is to describe the way in which programme applicants and students will be supported in relation to pregnancy, maternity, adoption and new parenthood.

2.0 Scope

The policy covers:

- An applicant for a place on a UoS programme or student who:
 - becomes pregnant, including if the pregnancy is terminated or miscarries;
 - gives birth, including if the baby is stillborn after 24 weeks of pregnancy;
 - has or gains parental responsibility for a baby under 26 weeks old, including e.g. by adoption
- An applicant or student who expects to gain parental responsibility for a child because their partner (including same-sex partners):
 - becomes pregnant, including if the pregnancy is terminated or miscarries;
 - gives birth, including if the baby is stillborn after 24 weeks of pregnancy;
 - gains parental responsibility for a baby under 26 weeks old, including e.g. by adoption

3.0 Policy Statements

- 1) The University believes that becoming pregnant or caring for a child should not, in itself, prevent any student from succeeding in their studies.
- 2) All reasonable steps will be taken to avoid less favourable treatment of pregnant students and new parents. These students will not be unreasonably prevented from applying for, registering upon, or successfully completing a programme of study or placement.
- 3) The University will endeavour to enable student choice in a fair and non-judgmental way. Where there are decisions to be made by the student, staff will provide students with information about the implications of different options but will not attempt to influence a student's decisions about their health, pregnancy or maternity.

- 4) The degree of adjustments which can be made to support the student's continuing study or placement will vary between programmes of study due to e.g. varying constraints, requirements and regulations.
- 5) The health and wellbeing of pregnant students will be considered of paramount importance at all times.
- 6) Unless there are serious and valid concerns for the health and wellbeing of the pregnant student, only members of staff who need to know will be informed of their circumstances, and this will be only with the student's prior consent.
- 7) Students are not under any obligation to inform their School if they become pregnant, have a child, or decide to terminate a pregnancy whilst they are a student. However, students should bear in mind that the School will not be able to provide specific information, guidance, adjustments or support for them, unless aware of their situation in good time. Early notification is especially relevant for pregnant students following programmes / placements that may involve potentially high risks to the student and/or the child. The University is unable to support the additional Health & Safety requirements a pregnant student and their child may have unless aware of the student's pregnancy.

4.0 Policy Enforcement / What happens when the policy is not followed

Failure to follow the provisions of this policy shall be addressed through the usual staff management mechanisms.

5.0 Related Documentation

The following documentation is available on the University of Salford Policy & Procedure pages (Equality & Diversity theme) at <http://www.salford.ac.uk/policies>

- Student Guidance: Student Pregnancy, Maternity, New Parenthood and Adoption
- Staff Guidance: Student Pregnancy, Maternity, New Parenthood and Adoption
- Appendix A: Student Support Plan Part 1 & 2 – Student Pregnancy, Maternity, New Parenthood & Adoption Policy

The following Health and Safety related documentation and guidance is available on the University of Salford HR document finder at <http://www.salford.ac.uk/hr/policies-and-forms>

- [Pregnancy and New Mothers at Study Risk Assessment Forms](#)
- [Children on University Premises Policy](#)

6.0 Appendices

Appendix A: Student Support Plan Part 1 & Part 2 (also available as a separate form in Word - see Related Documentation above)



Appendix A: Support Plan: Part 1 - Student Pregnancy, Maternity, New Parenthood & Adoption

Information & Planning: Student Life

Have you considered...	
The implications for your immigration status and right to remain in the country, if that is what you would like to do	
Notes:	
Sponsorship / bursary / funding for tuition fees / living costs for your programme of study and how this will be affected (if at all) by your plans	
Notes:	
Financial support which you may be eligible for and how this could affect your student funding, benefits etc.	
Notes:	
Your accommodation, especially if you are living in private rented or student-only accommodation, or if you hope to change your accommodation arrangements due to your pregnancy, maternity or new parenthood.	
Notes:	
Who you need to advise about any changes to your circumstances	
Notes:	
What childcare facilities are available to you on campus or in the local community, and whether e.g. your mode of study may affect your childcare funding entitlements?	
Notes:	

Support Plan: Part 2 - Student Pregnancy, Maternity, New Parenthood & Adoption

This document aims to guide discussions with students during pregnancy and maternity. It should be completed and agreed with the student. It is not intended that all of the information in this form should be completed at a first meeting as initially the student will be unable and should not be expected to respond to all the issues raised.

The form should be reviewed at key stages.

Student & Programme information		
Contact details		
Name		
Address		
Telephone		
Email		
Roll number		
What is the student's preferred method of contact:	During pregnancy?	
	During maternity-related absence?	
	On return to study?	
Emergency contact details		
Name & Relationship to student		
Telephone		
Programme details		
Programme title		
School		
Programme Leader name		
Year of Programme		
Current module		
Personal Tutor name		
Location		
Telephone		
Email		
Informing other staff and students		
Who will need to be informed about the student's pregnancy and when would the student like them to be informed?	Name and title	
	Date to be informed	
Pregnancy & Maternity Key dates (to be reviewed and added to over the programme of pregnancy and maternity)		
What will be the date of 20 weeks of pregnancy?		
What will be the date of 30 weeks of pregnancy?		

What is the Expected Date of Delivery (EDD)?		
Pregnant Student's Risk Assessment		
Indicate which of the following have been considered as part of the Pregnant Student's Risk Assessment (copies of any risk assessments should be attached to this form):	The student's programme	
	Programme / professional placements or Study Abroad	
	Examinations or other assessments	
	Other placements or field trips	
Students on placement		
Has the placement provider been notified of the student's pregnancy or pregnancy of their partner, or adoption?		
If the student is pregnant, has the placement provider conducted a health and safety risk assessment?		
Is the placement provider aware of the University of Salford policy on supporting students during pregnancy and maternity, new parenthood and adoption?		
What alternative arrangements will be made if the student will not be able to complete their placement and who will undertake these?		
Who is responsible for liaising with the placement provider?		
Absences		
Consider whether dates or times of antenatal appointments will affect the student's study and what arrangements / actions are agreed to enable the student to keep up with their studies.		
Consider whether the student / their pregnant partner is experiencing any pregnancy-related illness that has affected / will affect the student's study and what arrangements / actions are agreed to enable the student to keep up with their studies.		
Assessments & Examinations		
Consider whether the student is / will be unable to complete any assessments due to their pregnancy or maternity or adoption / their partner's pregnancy or maternity or		

adoption and what arrangements / actions are agreed in relation to outstanding or incomplete assessments.		
Have students been informed about the PMC/FAAF procedure in the event that their pregnancy or maternity affects examinations and assessments?		
Maternity, Adoption or Parental Support Leave		
How much leave does the student intend to take?		
When does the student intend to start their leave?		
When does the student intend to return from their leave?		
Will the dates of absence affect the student's ability to complete any programme module and if so, what arrangements have been made to enable the student to complete the module?		
What information will the student require during their leave to keep up to date on programme developments and who will be responsible for providing the information to the student?		
Will the leave period affect any placement requirement and if so, what arrangements have been made in relation to this?		
What arrangements need to be made in relation to the student's departure on leave and return to study (e.g. suspension) and who will undertake these?		
What support will be arranged for the student on their return to study (E.g. meetings with key staff, put in contact with other student parents, arrange breastfeeding facilities) and who will undertake these?		
Is the staff member satisfied that any arrangements made comply with the University's obligations in relation to immigration & nationality law / regulations (seek advice from Compliance team in Student Administration)?		
New Mother's Risk Assessment		
Indicate which of the following have	Breastfeeding	

been considered as part of the Pregnant Student's / New Mother's Risk Assessments ahead of their return to study (copies of any risk assessments should be attached to this form):	The student's programme	
	Programme / professional placements or Study Abroad	
	Examinations or other assessments	
	Other placements or field trips	
Any other arrangements, notes or comments		
Signed by staff member/s to indicate agreement to plan.	Name:	Title:
	Signature:	Date:
Signed by student to indicate agreement to plan.	Name:	Title:
	Signature:	Date:
Date of next review:		

*****End of Appendix *****