

## **Neonatal care (leave and pay) – *proposed wording to incorporate into the wider Maternity, Adoption and Paternity policy***

### **Neonatal care (leave and pay)**

You are entitled to leave from work if your baby receives neonatal care for more than seven continuous days, before your baby reaches 28 days of life. This is regardless of whether your baby was born premature or full term.

The length of neonatal care leave will be based on how long your baby receives neonatal care. The minimum entitlement is one week with a maximum entitlement of 12 weeks. Neonatal care leave will begin the day after your baby commences neonatal care.

The right to neonatal care leave is a day one right for mothers, birthing-parents, fathers and non-birthing parents.

To qualify for statutory neonatal care pay (SNCP) you must:

- have at least 26 weeks' continuous local government service before the 15<sup>th</sup> week before your baby is due and,
- continue to be employed by the council until the date the baby is born and,
- have average weekly earnings which are at least equal to the lower earnings limit (LEL) for national insurance contributions.

Neonatal care pay is up to 12 weeks' payable at the SNCP rate set by the Government for the relevant tax year (or at 90 per cent of average weekly earnings if earnings are less than the SNCP rate).

You will not be required to repay any statutory payments if you do not return to work.

Employees on maternity leave or adoption leave will take their accrued neonatal care leave after their maternity/adoption leave ends. Neonatal care leave must be taken within 68 weeks from the date of the child's birth.

Employees will have different notice requirements based on when they intend to take their leave. You should notify the council that you intend to take leave and pay immediately, if your baby is currently receiving neonatal care or has very recently been discharged. You should give notice at least twice as long as the length of leave being taken (capped at four weeks) if you intend to take leave after their baby's stay.