



Countdown to Shared Parental Leave – How Prepared is your Business?

Recent reports in the press suggest that businesses are not prepared for the new shared parental leave system which comes in to force for babies due on/after 5th April 2015. To help businesses prepare and to explain what to do and when, we have prepared a useful timeline.

For advice on Shared Parental Leave, including policies and guides, please contact our Employment Team on 0118 952 7284 or on elg@boyesturner.com



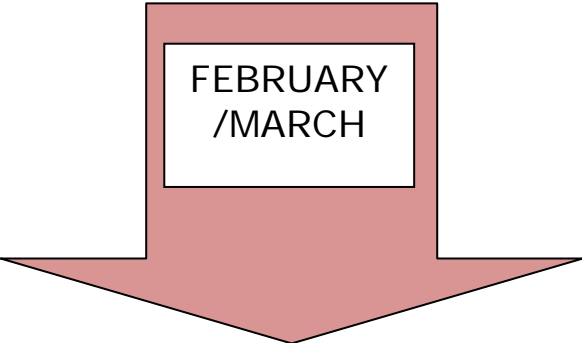
DECEMBER

- HR to assess likely effect of Shared Parental Leave within the workforce
- What could be the likely take up of Shared Parental Leave looking at the profile of the workforce
- Consider the current take up of additional paternity leave?
- Appoint HR “point of contact” to deal with Shared Parental Leave questions



JANUARY

- Think about business’ approach to enhanced pay for those on SPL – will there be parity with maternity leave? If not, what is the rationale? Is it justifiable? Is there a risk of discrimination claims?
- Prepare draft Shared Parental Leave policy and amend other policies accordingly
- HR to finalise checklists/ pro-forma documents to guide employees through system



FEBRUARY
/MARCH

- HR to train managers on handling requests for leave
- Final amendments to policy, guides and letters
- HR to roll out new policy to workforce
- Be prepared for any initial questions from employees



APRIL

- New right in force for parents of children due on or after 5 April 2015 – could get early requests if a baby is born prematurely
- SPL is optional; parents can choose to ‘opt in’ to the system or continue to use maternity/adoption/paternity leave