

Financial Services Compensation Scheme

Family Leave Policy

Why does FSCS need this Policy?

1. FSCS are committed to being an employer of choice for working parents and carers and want to support all colleagues at every step of their career and personal journey. To reflect this commitment FSCS is proud to have a range of market leading provisions that support colleagues and their families through all aspects of family planning, parenthood and beyond. They have been designed to ensure we collectively advocate for our current and future talent.
2. This Policy aims to:
 - Enable FSCS to comply with relevant legislation; and
 - demonstrate our commitment to fair and equitable maternity, paternity, adoption & surrogacy and other family related leave requirements
 - consider and process all requests made within the scope of this Policy in a fair, consistent, non-discriminatory and timely manner.

Scope

3. This Policy applies to all employees including those on secondment to other organisations.
4. We recognise that some of our colleagues may not identify with the term 'maternity' so we have added the term 'pregnant parent' into this policy to ensure inclusivity for our LGBTQ+ parents. However, for simplicity, and in line with legislation, the term 'maternity' may still be used. Please note that where used, this term includes all pregnant parents.
5. This policy covers the following:
 - Maternity /Pregnant Parent Leave
 - Paternity /Non-Pregnant Parent Leave
 - Adoption/Co-Adopter & Surrogacy Leave
 - Shared Parental Leave
 - Parental Leave
 - Dependants Leave
 - Other family leave

The policy

6. Equal enhanced paid leave of 26 weeks for maternity/pregnant parents, paternity/non-pregnant parents, and adopters/co-adopters.
7. No requirement for colleagues to 'give up' any part of their statutory leave entitlement except where it is required by the partner's organisation.
8. Shared parental leave is available where the external organisation does not offer an enhanced option.
9. Paid time off provided to attend fertility, antenatal and adoption appointments.
10. A Neonatal provision providing additional leave for colleagues with premature babies, extending the duration of paid leave to incorporate the number of weeks early the baby is born.
11. 2 weeks paid Pregnancy loss bereavement leave for pregnant/non-pregnant parents in the event of the loss of an unborn child.
12. 18 week's Parental Leave to parents/guardians for each child until the child's 18th birthday at a maximum of 4 weeks per rolling year per child. Three days paid per child per rolling year. The remainder is unpaid.
13. 20 days paid Dependants Leave per rolling year for all colleagues to fulfil caring responsibilities in cases where an employee's assistance is urgently needed.
14. On return from ordinary maternity leave (or equivalent leave for non-pregnant parents) colleagues are generally entitled to return to the same job on the same terms and conditions as if they had not been absent.
15. On return from additional maternity leave, FSCS endeavours to return colleagues to the same job unless this is not reasonably practicable, in which case they will, if practicable, be offered suitable and appropriate alternative work on comparable terms and conditions.
16. Keeping in Touch (KIT) days encouraged for maternity, paternity and shared parental leave. The number of days will be based on the total amount of time taken as leave.
17. FSCS will not dismiss pregnant/non-pregnant parents opting for enhanced, Ordinary or Additional Maternity Leave or select them for redundancy in preference to other comparable employees, solely or mainly because they are pregnant or have given birth, or for any other reason connected with pregnancy or childbirth.

Responsibility for the policy and its implementation

18. The Policy Owner is responsible for the Policy, including regular reviews, enforcement, maintenance, exception management and reporting any breaches.
19. It is recognised that exceptional circumstances can exist whereby it may not be possible to comply fully with this policy. If such a circumstance applies to you, you need to apply to the Policy Owner for a temporary dispensation from policy. Only once you are in receipt of written dispensation (by email) from the Policy Owner may you proceed.
20. All FSCS employees are responsible for ensuring compliance with this policy within their area of control and are required to abide by any rules and requirements made under the authority of this policy.
21. If you are aware of a breach of this policy, you must escalate this to either your manager or the Policy Owner. You can also use the whistleblowing route outlined in the Whistleblowing policy. No employee will suffer in any way because of reasonably held suspicions.
22. The Policy Owner must report any exceptions or breaches to the Corporate Governance Partner for recording in the Exceptions and Breaches Register.
23. Failure to comply with this policy may result in action under the Capability and Disciplinary Policy.
24. The Policy Owner is also responsible for the provision and application of suitable procedures to support the effective implementation of the policy. Non-compliance with the procedures may result in a breach of the Policy, which may result in action under the Capability and Disciplinary Policy.

Review and Assessment

25. The Policy Owner will carry out regular assessments of the effectiveness of and compliance with this policy as suitable.
26. The Policy Owner must determine, if breaches occur, or if they need to agree exceptions to the policy, whether the policy needs to be amended.
27. If a policy change is required for any reason, the Policy Owner should revise the policy and seek formal approval from the Policy Approver and not wait for their annual review to do this.
28. The Policy Owner must conduct an annual review of the policy and submit it for formal approval.

END OF POLICY