

The Employee with Family Commitments

- Does your employee need to take time off to deal with an emergency involving someone who depends on them? In certain circumstances you must allow your employee to take time off work without penalty. The emergency need not involve a child, it may cover other people living with them. Do they have to be paid for this leave?
- Has your employee requested a change in their working hours to accommodate the needs of their family? Have they applied for flexible working? Do you have to grant the request? What if the request for change in working hours does not fit in with the needs of your business?
- Do you have an employee who is pregnant? A pregnant employee has many rights, including the right to take time off for antenatal care.
- Does your pregnant employee qualify for statutory maternity pay? If so, how long will they receive this payment?
- Do you have an employee who wants to take additional maternity leave? Do they have the right to return to the same job?
- Is your company having to make redundancies? If so, it is very important that you ensure that employees who are on maternity leave are still included in the process. The employee who is on maternity leave has the right to be offered any suitable alternative employment. What is suitable alternative employment?
- Do you have an employee who has asked to take time off in relation to parental leave? Do you have to grant their request? If the request is granted, do you have to pay your employee if they take parental leave?
- Do you have an employee who is a new father wanting to take paternity leave? Does that employee have the right to be paid paternity leave?
- Do you have an employee who has adopted a child? Does that employee have the right to paid leave?

Fraser Brown Employment & HR Team can help you with any of the points raised. Call the Employment & HR Team on 01159 888 777 or email info@fraserbrown.com

The information provided above is not intended to be a comprehensive answer to the various problems which can arise. Each situation must be considered on its merits, taking into account all of the relevant circumstances. You are therefore advised not to take any action solely on the basis of the general guidance contained in this note, without first taking detailed legal advice. Fraser Brown will not accept liability for any loss arising out of this guidance note where you have not taken such advice.

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