Paternity Leave

General

Fathers are allowed 3 days special leave with pay, in respect of children born, on or after, 1st February, 2001.

Conditions

This leave may be taken at the time of birth or up to 4 weeks after the birth. In the case of adoption, where the date of placement is on or after 1st February, 2001 the leave may be taken on or after the date of placement of the child. These provisions also apply to stillbirths after the 24th week of pregnancy. Temporary Part-time staff should be treated on a pro-rata basis.

Implementation

Paternity Leave should be approved by the Head of School/Unit. Details should then be forwarded to the Human Resources Department through the Weekly Absence Reports.