

Maternity, Paternity and Adoption Leave Policy for Research Students



This policy is applicable from 1 September 2014 for all new research student registrations.

Maternity Leave and Stipend Payments

1. Up to 52 weeks of maternity leave may be taken by research students registered at the University of Bath, including holders of RCUK Training Grants and University Research Studentships. These provisions also apply to students who are funded from external sources, unless specifically excluded from the terms and conditions of the grant. Maternity leave may not start earlier than the 11th week before the expected date of birth, must be taken as a continuous block and may not end later than the child's first birthday.
2. For students in receipt of RCUK Training Grants, University Research Scholarships and funding from other sources, during the first 26 weeks of maternity leave a stipend at the same rate as normally provided by the studentship will be payable. Any period of leave beyond 26 weeks will be unpaid. Students who are self-funded or in receipt of Graduate School Scholarships, are entitled to the periods of leave detailed within this policy, but will not be eligible for any financial support from the University.
3. During any period of maternity leave in excess of 13 weeks, the student's registration will be suspended. During periods of suspension no fees are payable.
4. In the case of students sponsored by the University under UKVI Tier 4 visa, suspension will require the University to withdraw sponsorship and for the student to return to their home country for the duration of the maternity leave. In such cases, students will thereafter need to apply to the University for a new CAS number to apply for a new visa to resume their studies. In all cases advice should be sought from the International Student Advice Team.
5. Students wishing to request maternity leave are required to provide a copy of the MATB1 form (normally issued by the GP or midwife around the 25th week of pregnancy) to the Doctoral College together with the form requesting suspension of studies if applicable.

Paternity-related absence and Stipend Payment

6. Holders of RCUK Training Grants, University Research Studentships and funding from external sources may also take paternity leave. There are two types of paternity leave available, Ordinary Paternity Leave and Additional Paternity Leave.
7. All research students registered at the University of Bath are eligible for Ordinary Paternity Leave, if they are to be the biological father of the child, or the mother's husband or partner (including same sex relationships) and they must provide a written statement from the mother/partner to confirm this. Ordinary Paternity leave permits the individual to take up to 10 days leave on full stipend. Ordinary Paternity Leave must be taken in blocks of not less than 1 week.

8. Additional Paternity Leave is a mechanism through which fathers may share their partner's entitlement to maternity leave with them, and is available to those who meet the following eligibility criteria:
- They must be the biological father of the child, or the mother's husband or partner (including same sex relationships) and they must provide a written statement from the mother/partner to confirm this;
 - They must be taking the leave to look after the child;
 - The child's mother must have qualified for statutory maternity leave or pay; or statutory adoption leave or pay or maternity allowance, or have qualified for the payment of a stipend during maternity leave under a policy such as this, (e.g. if she is also a Research Student);
 - The child's mother must have returned to work and must no longer be in receipt of maternity/adoption pay or allowance, or must have returned to her research/studies if she is also a Research Student, (the start and end dates of their partner's leave must be provided),
 - Their partner must have some entitlement to maternity leave remaining.
 - The terms and conditions of their grant must not specifically exclude the taking of such leave.
9. The number of weeks that may be taken as Additional Paternity Leave will depend on how many of the mother's 52 weeks of maternity leave she has remaining, but will in any event be capped at a maximum entitlement of 26 weeks. Additional Paternity Leave must be taken as a continuous block and may not end later than the child's first birthday.
10. Qualifying students in receipt of RCUK Training Grants, University Research Scholarships and funding from other sources will continue to be paid at full stipend for any Additional Paternity Leave taken in the 26 weeks following the birth of the child, but any weeks which fall after week 26 will be unpaid. Students who are self-funded or in receipt of Graduate School Scholarships, are entitled to the periods of leave detailed within this policy, but will not be eligible for any financial support from the University.
11. During any period of Additional Paternity Leave in excess of 13 weeks the student's registration will be suspended. Students wishing to request paternity leave are required to provide a copy of the statement from the mother to the Doctoral College. Those wishing to request Additional Paternity Leave must also provide the contact details of the mother's employer (to check when the mother's entitlement to maternity leave/pay ends) and a request for suspension of studies (if they wish to take more than 13 weeks leave).

Adoption leave

12. Equal entitlements will be granted for new adoptive parents; students should make contact with the Doctoral College in the first instance.

Extension of Studentship End Date

13. The studentship end date and expected submission date will normally be extended by a period equal to the period of maternity or paternity leave taken.

Repayment of Stipend paid during Maternity/Paternity Leave

14. Qualifying students receive a stipend at the same rate as normally provided by the studentship during paid maternity and paternity leave, in order that they may return to their studies thereafter and complete their studies and it is expected that they shall do so. Any student who following a period of maternity or paternity leave does not return to their studies and does not continue with their studies until the extended studentship end date, may be required to repay all or some of the stipend paid to them during their period of maternity/paternity leave. If a student fails to return at all following maternity or paternity

leave or returns for a period of less than 12 weeks, they will normally be required to repay the all of the stipend paid to them during the period of leave in full. In cases where the student returns following the leave but does not continue with their studies as envisaged, the amount that they may be required to repay will be determined on a case by case basis.

Approved by VCG on 14 July 2014 – Review date: 2017

