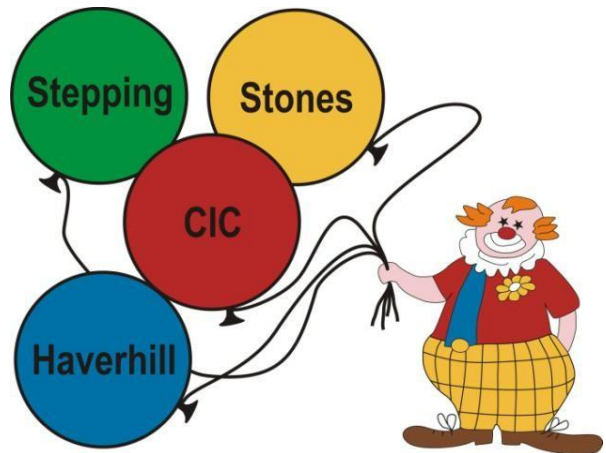


## General Welfare Requirement: Suitable People

Providers must ensure that adults looking after children, or having unsupervised access to them, are safe to do so.



57 Employment and staffing – New and expectant mothers

### Policy statement

The law defines the new or expectant mother as someone who is pregnant, has given birth within the previous six months, or is breast feeding. Stretton Pre-school has a responsibility to protect the new or expectant mother under the Management of Health and Safety at Work Regulations 1999. Since it is possible for the first weeks of pregnancy to go undetected, this policy must be made known to all female employees. It will be added to the staff induction pack to enable all staff to be aware of the procedures needed to be followed in these circumstances. \*The expectant mother must inform the setting in writing that she is pregnant so that a specific risk assessment can be undertaken for the employee concerned. The Preschool management committee may ask for written medical evidence and the employee is required to then provide it. The following certificates can be used for this purpose: Medical Statement (Med 3); Maternity Certificate (Mat B1). If a Med 3 is furnished with medical advice from the employee's doctor, a specific risk assessment will be undertaken by the Health & Safety Officer immediately and reasonable steps taken to remove any risks identified.

### EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe 1.4 Health and well-being	2.4 Key person	3.4 The wider context	

### Method;

Upon receipt of written confirmation of pregnancy and medical confirmation from the employee; the Health and Safety Officer; Elaine McManus or Anne Jessop will undertake an immediate risk assessment and discuss the issue with the employee concerned.

- Particular regard will be given to the Safe lifting procedures. The pregnant or nursing employee will be advised not to lift children, heavy loads, and loads above chest height or furniture.
- Trip hazards which are part of the daily risk assessment will be removed by any staff member upon seeing them as it is a particular risk of working with small children that they may leave toys lying around at any time or any spills must be cleared up immediately and the area marked.
- Adequate opportunity will be provided for the pregnant/nursing employee to be seated while working with children and be aware of the seat size for comfort. The employee concerned will not be required to sit or stand for lengthy periods of time and will be encouraged to adopt the most comfortable and safe posture while carrying out her duties.
- Notice will be given to parents reminding them of the requirement to notify the Manager or Senior Supervisor of the presence of infectious disease within the family e.g. German measles and the Senior Supervisor has a duty of care to inform the pregnant /nursing employee if such information is received.
- The risk assessments will be conducted at regular intervals by the Health and Safety Officer and the employee concerned.
- The employee will be advised to seek a copy of - A Guide for New and Expectant Mothers Who Work: Health and Safety Executive ISBN 0 7176 2614 8.

### **What are the maternity rights?**

The employee's maternity rights fall into four categories:

- time off work for antenatal care with pay;
- maternity leave;
- maternity pay; and
- Protection against unfair treatment or dismissal.

There are two maternity benefits available to employees:

- Statutory Maternity Pay, paid by employers; and
- Maternity Allowance, paid by the Department for Work and Pensions.

**ABOVE ALL THE MANAGER AND THE HEALTH & SAFETY OFFICERS WILL OBSERVE COMPLETE  
PROFESSIONAL CONFIDENTIALITY**

Please refer also to our staff sickness & absence policy

**Please note that all staff should read and be aware of the MASH & LADO posters within the setting.**

This policy was adopted by	Stepping Stones Childcare & Education CIC
On	28.12.2019
Date to be reviewed	September 2020
Signed on behalf of the management	
Name of signatory	ELAINE MCMANUS
Role of signatory	MANAGER
Name of signatory	ANNE JESSOP
Role of signatory	DEPUTY

**Review:**

This policy is reviewed every year or whenever deemed necessary by the manager in the light of events and changes in the law.