**Parental Bereavement Leave and Pay**

With effect from 6 April 2020, the [Parental Bereavement Leave and Pay Regulations](http://www.legislation.gov.uk/ukpga/2018/24/contents/enacted), implement a statutory right to 2 weeks leave for parents\* who have tragically lost a child under the age of 18 or who suffer a stillbirth after 24 weeks of pregnancy. This right will apply to all employees from day one of employment. If an employee loses more than one child they are eligible for Parental Bereavement Leave and Pay for each child.

Whilst we hope that these tragic instances are rare, the University has determined that to support all employees they will be paid their full salary while they take parental bereavement leave, irrespective of length of service.

In line with the statutory right, this leave may be taken as either a single block of two weeks or in two separate blocks of one week during the period of 56 weeks from the child’s death.

Such circumstances are extremely difficult and sad for all and in recognition of this there is flexibility as to when the leave is taken. For example, some may:

* wish to take leave around the first anniversary of the child's death or at another particular time that is special, such as the child's birthday; or
* already be on another type of leave, such as maternity or paternity leave, parental leave or sickness absence and therefore take parental bereavement leave following this.

Pension contributions will continue to be taken and annual leave continue to accrue during this period.

**Notification of Parental Bereavement Leave**

Given the nature of this leave, notification will be flexible. The parent can give notice of leave to their line manager either by phone or in writing. This notification should take place as soon as is reasonably practicable, explaining the reason for their absence and how long they expect to be away.

The line manager should inform [HR](mailto:hrenquiries@bournemouth.ac.uk) of this notice as soon as possible, confirming:

* the date of the child's death/still birth;
* the member of staff’s relationship with the child;
* the date on which they are beginning their parental bereavement leave; and
* if they intend to take one or two weeks' parental bereavement leave.

**Sources of Support**

BU offers a number of support services during this period, please find further details [here](https://staffintranet.bournemouth.ac.uk/workingatbu/healthsafetywellbeing/occupationalhealthwellbeing/servicesandsupport/),

These services include the Employee Assistance Programme (EAP), this is a free and confidential source of help, advice and support, including emotional support and counselling, legal and financial advice on any matter (work, home or personal). The service is available 24 hours a day, 365 days a year Tel: 0800 1116 387 or email via the General enquiries address: [helpline.wellness@vhg.co.uk](mailto:helpline.wellness@vhg.co.uk). Further details are available [here.](https://staffintranet.bournemouth.ac.uk/workingatbu/healthsafetywellbeing/occupationalhealthwellbeing/employeeassistanceprogramme/)

**Other Leave Entitlements**

Parents also have a right to time off for [Family and Domestic Emergencies](http://intranetsp.bournemouth.ac.uk/policy/family-and-domestic-emergencies.doc) and in the circumstances of stillbirth after the 24th week of pregnancy, eligible employees will also be entitled to [Maternity Leave and Pay](https://staffintranet.bournemouth.ac.uk/workingatbu/humanresourcesstaffhandbook/supportingfamilywork-lifebalance/maternitypaternityadoptionandspl/maternityleaveandpay/).

The University has other provisions for leave which can be found [here.](https://staffintranet.bournemouth.ac.uk/workingatbu/humanresourcesstaffhandbook/supportingfamilywork-lifebalance/)

\* The Parental Bereavement (Leave and Pay) Act outlines the definition of parent and includes biological parents, adoptive parents (if the child was living with them), individuals who are fostering to adopt, a person who lived with the child and had responsibility for them for at least 4 weeks before they died, ‘intended parent’ due to become the legal parent through surrogacy. A full list is available on the [government website.](http://www.legislation.gov.uk/ukdsi/2020/9780111192245)