

NEW & EXPECTANT MOTHERS POLICY

APPROVED BY HHP BOARD:
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EFFECTIVE DATE:



hebridean housing
partnership

TABLE OF CONTENTS

INTRODUCTION	2
AIMS & OBJECTIVES.....	2
IMPLEMENTING THE POLICY.....	2
COMMUNICATING THE POLICY	3
MONITORING AND REVIEW OF POLICY	3
INTERPRETATIONS & ABBREVIATIONS	4

INTRODUCTION

- 1.1 The purpose of this Policy is to ensure that we comply with the Management of Health & Safety at Work Regulations 1999, the Workplace (Health & Safety and Welfare) Regulations 1992 and the Equality Act 2010.
- 1.2 Precautions taken to protect the Health and Safety (H&S) of HHP's employees as a whole will, in many cases, also protect new and expectant mothers. However, there are occasions when, due to their condition, different and/or additional measures will be necessary.
- 1.3 The policy applies without reference to length of service or employment type.

AIMS & OBJECTIVES

- 2.1 We will ensure that work activities exposing new & expectant mothers to unacceptable risks are eliminated, so far as is reasonably practicable.
- 2.2 Measures to achieve this include preventing exposure to such risks by ensuring:
 - a) appropriate risk assessment of tasks is carried out;
 - b) relevant legal standards (dependent on the risk involved) are met;
 - c) procedures and good practice are followed;
 - d) working conditions and/or hours are adjusted, if required; and
 - e) if necessary, that new & expectant mothers are removed from hazardous activities, working conditions or physical, biological or chemical agents. We will provide suitable alternative work or, if this is not possible, will place the employee on paid absence.

IMPLEMENTING THE POLICY

- 3.1 The Chief Executive has overall responsibility for the implementation of this policy.
- 3.2 Procedures relating to the implementation, monitoring and enforcement of this policy will be developed and maintained by the Health & Safety Committee and updated as required.

- 3.3 Day-to-day responsibility for the implementation of this Policy lies with Line Managers but all employees are obliged to adhere to, and facilitate the implementation of, the Policy in the workplace.
- 3.4 Where hazardous activities cannot be eliminated, risk assessments carried out by an appropriate and competent person, together with the new or expectant mother, will be undertaken to identify residual risks and to reduce them to the lowest level reasonably practicable. The assessments will take into account the actual risks associated with the work activities and whether these risks are increased, due to any particular problems experienced by the new or expectant mother during her pregnancy or postnatal period.

Specifically, the assessment will consider risks associated with exposure to:

- a) physical agents;
- b) biological agents; and
- c) chemical agents.

The risk assessment will also consider working and welfare conditions.

- 3.5 Risk assessments relating to new and expectant mothers will be reviewed, and if necessary, revised regularly.

COMMUNICATING THE POLICY

- 4.1 All staff undertaking risk assessments will be trained in the operation of the Policy.
- 4.2 All new employees will be given access to the New & Expectant Mothers Policy (e.g. at induction).
- 4.3 Suitable information, instruction and training will be provided to new & expectant mothers to ensure their health and safety. Training needs will be identified and reviewed by a competent person and support given to allow new & expectant mothers to attend any required training sessions. The effectiveness of any training provided will be monitored and training regularly reviewed.

MONITORING AND REVIEW OF POLICY

- 5.1 We will review this Policy every 3 years. More frequent reviews will be considered if, for example, there is a need to respond to new legislation/policy guidance.

INTERPRETATIONS & ABBREVIATIONS

The following interpretation and abbreviations are used in this policy:

WORD	INTERPRETATION
<i>HHP or Partnership</i>	Hebridean Housing Partnership
<i>Board</i>	Means the Board of the Hebridean Housing Partnership
<i>Board Members</i>	All Members of the Board including co-opted Members
<i>H & S</i>	Health and Safety
<i>New & Expectant Mother</i>	a) is pregnant b) who has given birth within the previous 6 months (given birth is defined as having given birth to a living child, or a still-born child after 24 weeks of pregnancy) c) is breast feeding
All references to the masculine gender in this policy shall read as equally applicable to the feminine gender	

If there is a conflict between this Policy and any statutory provision or regulation, the latter shall prevail.



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