

### **3.1.7 Care of children**

(a) There shall be reasonable accommodation for breastfeeding mothers as regards work schedules for a period of at least 12 months from the date of birth;

(b) Where requested by the staff member, flexi-time arrangements such as job sharing and/or working from home should be investigated:

(i) In the short-term, this could be where the individual works a limited number of hours a day for a limited period up to a maximum of 2 months e.g. during the extra two months leave. This could be taken from the individual's leave allocation or could be used to make up remuneration e.g. if the person is only receiving 33% of salary; or

(ii) This could also be on a permanent or long-term basis and would therefore impact the individual's remuneration. Being able to facilitate these arrangements, particularly a more permanent arrangement is largely contingent on the nature of the job and the ability of the section to continue to provide a service, albeit with a different staffing model. Reasonable accommodation is expected in these circumstances;

(c) The Day Care Facility for the children of parents at the University shall support and implement family friendly policies;

(d) The University shall provide an after-hours facility for after-hours University occasions such as New Staff Party, Inaugural lectures, evening meetings;

(e) Family Responsibility leave (3 days per annum) is available to parents who need to be at home with children who are ill or needing to see a doctor. In this regard, reasonable accommodation should also be exercised if parents can work from home on these occasions.