

Parental Bereavement Leave Policy

Policy Statement

'Parental Bereavement Leave' applies to employees whose child has died (under the age of 18), parents who experience a stillbirth after 24 weeks of pregnancy or a late abortion (in very limited circumstances an abortion can take place after 24 weeks if the birth parent's life is at risk or the child would be born with a severe disability). Parental Bereavement Leave is offered in addition to Compassionate Leave (and Maternity Leave in cases of stillbirth or late abortion).

This policy sets out our commitment to supporting bereaved parents through their grief by ensuring they can take parental bereavement leave.

Broadly, Somerset Council base the definition of 'parent' on the Gov.uk and ACAS (link) definition however if an employee is still unclear whether this policy applies to them they should contact HR.

For each child who has died, a bereaved parent can take up to two weeks' parental bereavement leave as a single block of two weeks; or two separate blocks of one week at different times. Parental bereavement leave is not available as individual days. There is no minimum service requirement for this leave, meaning that it is available to employees from day one of their employment with the Council.

This leave must be taken within 56 weeks of the date of death of the child.

To be eligible for statutory parental bereavement pay, employees who are on parental bereavement leave are required to:

- have at least 26 weeks' continuous employment with their employer by the week before the date of death of the child
- still be employed by that employer on the day on which the child passed away
- have normal weekly earnings in the eight weeks up to the week before the child's death that are no less than the lower earnings limit for national insurance contribution purposes

If an employee takes parental bereavement leave and qualifies for statutory parental bereavement pay, they will be paid at the rate set by the Government for the relevant tax year, or 90% of their average weekly earnings where this figure is lower than the Government's set weekly rate. A non-eligible employee's parental bereavement leave will be unpaid.

Process

1. The employee contacts their line manager making them aware of the situation and the need for them to take parental bereavement leave.
2. The manager and employee discuss and agree an amount of parental bereavement leave to be taken and complete the Parental Bereavement Leave Form. This is recorded in SAP.
3. Before the employee returns to work the line manager will discuss any further support and assistance as required. [LINK to support, guidance and relevant policies](#)

Version	1
Date	
Relevant Legislation	Parental Bereavement Leave Act 2020