

## Our Group Inclusion Commitments

# Gender-neutral parental leave

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Our Group Inclusion Commitments are minimum standards for Spirax Group. Where current practice or local law go further than these standards, the greater benefit should always continue to apply.





# Gender-neutral parental leave

## Summary

Starting a family is one of the most life-changing experiences we can go through. It should also be one of the happiest times, but it isn't always easy and the rights of new parents and caregivers to spend time with their new family vary enormously around the world.

In some countries, local law means that new mothers get paid time off; in other countries, it might be unpaid time. In many countries, new fathers get little or no time off when they start a family, and same-sex couples may have few or no parenting rights.

We believe that everyone who becomes a new parent or caregiver should have the opportunity to spend more time with their new family. They should not have to worry about the impact of this on their career, finances, job security or how they are perceived or treated for their commitment to family life.

To help, we have committed to ensuring the best start for new families by giving every colleague who becomes a parent a minimum of 16 weeks of paid parental leave – wherever they are, whoever they are and how ever they become a parent.

Our commitment applies to all colleagues regardless of their length of service, their gender or sexual orientation, or how they become a parent. This guide sets out the principles behind our commitment in more detail.

As one of our Group Inclusion Commitments, this is a minimum standard for Spirax Group. Where current practice or local law go further than this commitment, the greater benefit should always continue to apply.

**We're giving every colleague who becomes a parent a minimum of 16 weeks of paid parental leave.**



# Gender-neutral parental leave

## Our Group Inclusion Commitment

**We commit to ensuring the best start for new families by giving every colleague who becomes a new parent a minimum of 16 weeks of paid parental leave – wherever they are, whoever they are and how ever they start their new family.**

### What this means for our colleagues

Our minimum standard applies to all colleagues starting a family – irrespective of their gender, sexual orientation, how they become a new parent or their role in becoming a parent. This means that:

- All colleagues are entitled to a **minimum of 16 weeks of parental leave on full pay.**
- All colleagues returning from parental leave can return on 80% of their pre-leave contracted hours and be paid at 100% of those contracted hours for the first six months after their return to work.
- Any colleague whose partner is having a baby, adopts a child or becomes a parent through surrogacy (where surrogacy is legal) is entitled to take up to 16 weeks paid leave at any time during the first 18 months of the child's arrival in the family.
- If both parents work at Spirax Group, they can take their paid parental leave at the same time if they want to. They do not have to share the leave between them or take it at different times.

- There is no minimum period of service before colleagues become eligible for parental leave

### Ante-natal care

All ante-natal appointments can be attended on full pay. The partner of a birthing parent can also attend any ante-natal appointments on full pay.

### Adoption

Adopters and their partner can attend any adoption appointments on full pay.



# Gender-neutral parental leave

## Our Group Inclusion Commitment continued

### Complicated births

Every birthing experience is unique. Sometimes, there can be complications with birth that mean a birthing parent needs extra support or time to recover – physically, emotionally or for another reason. In these cases, local discretion should be used to provide colleagues with the most appropriate support (such as alternative time off, flexibility around return to work, paid time off for counselling or mental health appointments or other support).

### Fertility treatment

Colleagues undergoing fertility treatment can attend appointments as paid leave. This might include treatment for IVF (in-vitro fertilisation) or IUI (intrauterine insemination) or recovery, for example. Colleagues can also take time off on full pay to support their partner if their partner is undergoing the fertility treatment.

### Surrogacy

Where surrogacy is legal, colleagues who are using a surrogate are entitled to attend ante-natal appointments on full pay with the surrogate.

### Unexpected parental leave

There are times when unexpected situations or emergencies mean we need to spend more time with our family. Our separate Group Inclusion Commitment on caregiving sets out how colleagues can access paid caregiver leave. In addition, all colleagues are entitled to up to four weeks per year of unpaid parental leave to manage unexpected family situations or emergencies, subject to agreement with their line manager and local HR.



**To discuss your personal situation, always contact your line manager and local HR for advice – and remember that our global Employee Assistance Programme can also help with any family concerns you have.**



# Gender-neutral parental leave

## Becoming a parent – where to learn more

**UNICEF Parenting website:** Global advice, guidance, parenting masterclasses and more from the United Nations organisation for children, including '**Bebbo**' – a free parenting app in Europe and Central Asia.

**Parents.com:** Aims to give trusted advice that empowers parents to care for their children with confidence and enjoy the experience.

**NewParent.com:** Website that seeks to inform, educate, inspire and empower those expecting a child.

**Relate:** Relationship advice for when you become a new parent, from the UK's largest charity providing relationship advice.

**Healthy Families:** Resources from Australian charity, Beyond Blue.

**Raising Children:** Australian website with advice from pregnancy onwards, including disability, autism and mental health guides.

Advice specifically for new fathers and dads-to-be:

- **Fatherly**
- **Daddilife**
- **The Dad Pad** (UK focus)

**Single Parents Wellbeing:** Advice on wellbeing for single parents (UK website).

**Working Families:** A toolkit for parents designed by a UK organisation that provides advice for parents, carers and employers.



# Gender-neutral parental leave

Becoming a parent – where to learn more continued

**Bounty:** Supporting families in the transition to parenthood, through each key life stage, from pregnancy to birth to toddler to pre-school.

Guidance for LGBTQ+ parents:

- **FFLAG:** UK site
- **PFLAG:** US site in multiple languages

**Disabled Parenting:** An online community run by and for parents and prospective parents with a disability.

**Parents of Black Children:** International organisation working from Canada and the USA to advocate for and support Black children and their families.

**Black Parenting:** Articles about being a Black parent in America.

**Feedspot:** List of 20 top parenting websites in Singapore.

**Positive Parenting Asia:** A new website with a guide to being a great parent.

United Nations days of celebration:

- **International Day of Families** 15 May.
- **Global Day of Parents** 1 June.
- **World Children's Day** 20 November.



**Our global Employee Assistance Programme provides free, confidential advice or counselling in your local language.**



# Our global Employee Assistance Programme

## Getting support

It's OK not to be OK, and it's a strength to seek support. That's why we have a global Employee Assistance Programme (EAP). It's free, completely confidential, available 24/7 and in your local language – for everyday life and for more challenging times. See how to access the service below. You can find more information on One Place locally as well.

### What does our EAP help with?

Our EAP provides advice and support on a wide range of matters. It offers advice on everyday aspects of life as well as support in times of crisis. This includes topics such as:

- Stress and anxiety
- Work advice
- Relationship advice
- Gambling issues
- Counselling
- Bereavement and loss
- Financial wellbeing
- Legal advice
- Drug and alcohol issues
- Family issues
- Childcare matters
- Medical information
- Consumer issues
- ...and more.

### To get support in the UK

**Web:** [REDACTED]

**Call:** [REDACTED]

You can use the app (or website) to contact a wellbeing counsellor by live chat, video call and phone or request a call back. You can also use the AI feature if you do not yet feel comfortable talking to a counsellor. The app also includes resources, information and tools to help with all aspects of life.



### To get support around the world

**Web:** [REDACTED]

Register via the website, then select a username and password.

Click the flag icon (top right of the page) to select your country and language for local resources and contact details. You'll find resources covering a wide range of topics and details of how to contact a counsellor there.

You can also download the app (provided by ComPsych) by searching for **GuidanceResources** (one word) in your App Store.



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