Maternity Details if you have more than 12 months’ service at EWC on terms & conditions in excess of statutory requirements.

We, within 28 days of receiving the notification regarding maternity leave, will write to you confirming maternity entitlements.

Under the Enhanced University Maternity Pay Scheme you are entitled to:
- 8 weeks full pay
- 16 weeks half pay plus SMP
- 15 weeks SMP
- 13 weeks unpaid leave

In the event you do not return to work for 3 months following maternity leave you will be required to pay back any maternity pay received in excess of Statutory entitlement.

**SMP**
SMP consists of 6 weeks at 90% of salary followed by 33 weeks at lesser of either the above or flat SMP rate.
Maternity Details for employees with less than 12 months’ service prior to EWC

We, within 28 days of receiving the notification regarding maternity leave, will write to you confirming maternity entitlements.

Receive MATB1 and application for maternity leave (MAT1) 15 weeks prior to EWC

Maternity Pay Entitlement

If you are employed more than 26 weeks up to and including 15th week before EWC & earning above LEL, you are entitled to **SMP**

39 weeks SMP consisting of:

- Six weeks at 90% of salary followed by
- 33 weeks at lesser of either the above or flat SMP rate

If you are not entitled to SMP, payroll will issue SMP1 form and you may be able to claim for maternity allowance from Jobcentre plus.

Maternity Leave Entitlements and Benefits

You are entitled to 52 weeks’ leave made up of 26 weeks’ OML and 26 weeks’ AML

You can start maternity leave any time from 11 weeks before EWC up to day of birth

Your annual leave accrues at pro rata contractual rate for entire period of maternity leave.

Non-cash benefits that are in existence prior to the maternity leave (such as those provided through a salary sacrifice scheme for child care vouchers, gym membership and staff cycle schemes) can be continued throughout maternity leave.

If you are not entitled to SMP or MA, leave entitlements and return to work requirements still apply.

Return to Work Rules

You can return to work any time between two weeks after giving birth and one year (52 weeks) after maternity leave started.

You should notify HR of birth date (Mat 5A: Notification of Birth Form)

No notice required if RTW after 52 weeks’ maternity leave

8 weeks’ notice required if RTW prior to taking 52 weeks leave

If you meet the eligibility criteria, you may be entitled to SPL. If you want to bring your maternity leave to an end early, you need to provide a minimum of 8 weeks’ notice before your RTW date of the date SPL begins.