



Northern Ireland Ambulance Service
Health and Social Care Trust

Paternity Leave Policy



NORTHERN IRELAND AMBULANCE SERVICE

PATERNITY LEAVE POLICY

1. Purpose

Paternity leave is available to support staff within the first twelve weeks of their child's birth. ***There will be an entitlement to 2 weeks paid paternity leave per birth.***

This will apply to biological and adoptive fathers, nominated carers, and same sex partners.

2. Eligibility

Paternity leave will only be granted to employees with a minimum of one year's service who have applied to their Head of Department giving reasonable notice. ***Those with less service will be entitled to unpaid leave subject to local agreement.***

3. Consideration should be given to those wishing to take their leave at the time of the child's birth, however, this must be balanced against the exigencies of the Service (i.e. where alternative staffing arrangements cannot be made).

4. ***Local agreements should specify the period during which leave can be taken and whether it must be taken in a continuous block or may be split up over a specific period.***

5. Reasonable paid time off to attend ante-natal classes will also be given.

6. The Head of Department who approves the application for Paternity Leave should ensure that the appropriate application form is completed and forwarded to the Personnel Department.

Further information may be obtained from the Personnel Department, Ambulance Headquarters, Site 30, Knockbracken Healthcare Park, Saintfield Road, Belfast 8. Telephone: 028 90 400999.