

G11- New and Expectant Mothers at Work Policy

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1. INTRODUCTION

Lincolnshire County Council (LCC) have a responsibility to assess the risks to all new and expectant mothers in its employment. Manager and expectant mother are to carry out an 'Expectant Mother Risk Assessment' together (appendix 1) and do what is reasonably practicable to control the risks identified. LCC will also provide suitable rest facilities to new and expectant mothers and breastfeeding mothers.

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Definitions:

"**New or expectant mother**" means an employee who:

- is pregnant, or
- has given birth within the previous six months, and/or
- still breastfeeding.

'**Given Birth**' is defined as 'delivered a living child, or after 24 weeks of pregnancy, a stillborn child'.

2. APPLICATION

All County Council Employees

3. RESPONSIBILITIES

Managers

Are responsible for:

- Assessing the risks created by work to new and expectant mothers.
- Making appropriate arrangements to eliminate or control risks identified.
- Recording the significant findings of risk assessments and reviewing that control measures are effective.
- Providing facilities for employee rest purposes. Note: Toilets are not a suitable place for new mothers to express milk. You may choose to provide a separate private environment where your employee can safely both express and store milk

Employees

It is important for employees to inform their manager that they are pregnant as soon as possible, so that a risk assessment can be carried out and identified risks reduced to an acceptable level. Without this information the employer is unable to take any further action.

Corporate Health and Safety Team

Review and revision of the policy

4. DUTIES OF EMPLOYERS

General

Employers are required to carry out a risk assessment for a new or expectant mother. This risk assessment must identify significant risk and detail effective control measures. This risk

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assessment should include risks to the unborn child or the child of a woman who is still breastfeeding.

[Appendix 1- Model Expectant Mother Risk Assessment.](#)

An outline of the risk assessment process is detailed in [HSE Pregnant Worker Risk Assessment webpage](#). There could be different risks depending on whether an employee is pregnant, has given birth recently, or is breastfeeding.

The main hazards which may affect the health and safety of new or expectant mothers employed by the County Council are listed in [Appendix 2](#). Many of the hazards listed are already covered by specific health and safety regulations and existing guidance is available in the [LCC Health and Safety Manual](#).

There is a need for the employer/line manager to regularly monitor and review the original risk assessment, taking into account possible risks that may occur at different stages of the pregnancy. employee's GP or midwife about their health, and adjust their working conditions accordingly.

This review can be achieved during supervision with the line manager or discussed sooner if there is any change in circumstances reported by the employee. A record should be kept that this review has taken place. LCC managers can obtain further advice from the Council's Occupational Health Provider or the Corporate Health and Safety Team

Breastfeeding Employees

There are different risks to consider for employees who are breastfeeding. Managers must ensure that these do not affect the health and/or safety of the employee or baby for as long as breastfeeding continues.

The regulations do not put a time limit on breastfeeding; it is for the individual to decide for themselves, depending on their own circumstances.

Where an employee continues to breastfeed, the risk assessment should be reviewed regularly to ensure the control measures remain effective. The Department of Health has produced information for new mothers wishing to continue to breastfeed when they return to work see: [NHS Breastfeeding and Work](#).

Night-workers

Special consideration should be given to night-workers if the night work could affect the health and safety of a new or expectant mother. The expectant mother and manager should discuss arrangements.

An employer must either:

- offer suitable alternative daytime work if available; or if that is not reasonable

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- suspend the employee from work with pay for as long as is necessary to protect her health and safety

This action need only be taken if the risks arise from work. LCC managers can obtain further advice from the County Council's Occupational Health Provider - [Occupational Health HUB](#)

5. [ADVICE AND SUPPORT](#)

Please contact the [Corporate Health and Safety Team](#) for further advice.

Your HR Adviser will be able to assist you with maternity leave and employment issues.

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6. LEGISLATION

The Management of Health and Safety at Work Regulations 1999

The Workplace (Health, Safety and Welfare) Regulations 1992

The Equality Act 2010 accepts

7. INFECTIOUS DISEASES (Inc COVID)

Women who are pregnant with significant heart disease, congenital or acquired are classed as "Extremely Clinically Vulnerable". As part of the expectant mother risk assessment additional control measures related to controlling/reducing/managing the hazards COVID poses to these individual employees needs to be incorporated, reviewed on a regular bases and amended/updated as required. Further COVID guidance and information can be found:-

[LCC COVID webpage](#)

[COVID Gov.uk – Shielding Guidance](#)

[NHS COVID – Advice during pregnancy](#)

8. FURTHER INFORMATION AND GUIDANCE

More detailed information on supporting New and Expectant Mothers is available see the links listed below:

Health & Safety Executive

[HSE New and Expectant Mothers](#)

Health Protection Agency

[HPA Guidance on Infection Control in Schools and Child Care Settings](#)

Related LCC Policies & Guidance

[G13 Display Screen Equipment](#)

[G27 Substances Hazardous to Health](#)

[Appendix 4 HM Guidance - A Guide to Health and Safety at Work for New and Expectant Mothers](#)

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