



PRIFYSGOL
BANGOR
UNIVERSITY

NEW AND EXPECTANT MOTHERS POLICY

Date	Purpose of Issue / Description of Change	Equality Impact Assessment Completed
22 nd May 2013	Initial Issue	
8 th Jan 2019, 15 th July 2022	Reviewed and approved by the Health, Safety and Emergency Management Task Group	14 th Dec 2018

Policy Officer	Senior Responsible Officer	Approved By	Date
Head of Health & Safety	University Secretary	Health & Safety Committee	30 th Jan 2019

This Policy will be reviewed in 2026

1. INTRODUCTION

Whilst a woman is expecting a child it is important the potential impacts her work may have on her and the unborn child are assessed to make sure the potential dangers that exist in the workplace do not cause harm. It is also appreciated that whilst the child is developing, the needs of the woman will change and physical changes to the workplace may be necessary to accommodate these.

Upon a return to work of the mother following childbirth it is important to appreciate that the workplace can still affect the newborn child, particularly when breastfeeding.

This Policy details the requirements placed on the University and its Colleges, Professional Services, Staff and Students for new or expectant mothers.

2. POLICY STATEMENT AND SCOPE

It is the policy of Bangor University, so far as is reasonably practicable, but in accordance with the relevant statutory requirements and good practice, to ensure the health and safety of staff, students, and visitors to the University.

The Policy applies to:

- Each College, School and Professional Service.
- All staff and students.

The Policy does not apply to:

- Visitors.

3. RELATED POLICIES AND LEGISLATION

In addition to those general duties in law, the University and its constituent Colleges and Professional Services, have a specific obligation under the Management of Health and Safety at Work Regulations to ensure that any additional risks to a new or expectant mother encountered whilst undertaking University related activities are suitably considered and controlled as far as is reasonably practicable.

Dependent on the risks identified, additional specific legislative requirements may then apply, for example, the Ionising Radiation Regulations for those working with ionizing radiation, the Control of Substances Hazardous to Health for those working with specific hazardous substances.

4. DEFINITIONS / TERMINOLOGY

For the purposes of this Policy the following definitions apply:

- New or Expectant Mothers: Those who are pregnant; those who have given birth within the previous six months; and those who are breastfeeding.

5. DUTIES OF THE UNIVERSITY

The University will:

- a. Establish, through this Policy, procedures that seek to comply with legislation to safeguard the health and safety of new or expectant mothers as defined above.
- b. Provide adequate resources to support the implementation of this Policy.
- c. Delegate, in line with the University's management system, the duty to implement this Policy to Deans of College and Directors of Professional Services.

6. COLLEGE / PROFESSIONAL SERVICE RESPONSIBILITIES

Each Dean of College / Director of Professional Service has a duty to ensure the health and safety of all new or expectant mothers. As such each College and Professional Service must:

- a. Inform Student Services (for Students) or Human Resources (Staff) of a pregnancy.
- b. Undertake an individual New and Expectant Mother's Risk Assessment for each applicable staff member, at the intervals noted below, pertaining to their specific workplace activities:
 - are pregnant - with reviews at each trimester
 - are breastfeeding, or
 - have given birth in the last 6 months
- c. Ensure that risks to the new or expectant mother's safety or health are reduced to the lowest level that is reasonably practicable.
- d. Ensure that work activities and materials do not affect the unborn or newborn child.
- e. Where the risks cannot be adequately managed or reduced, remove the woman from a risk or alter the work activities to ensure the safety of the mother and the unborn or newborn child.
- f. Inform Health and Safety, Campus Services or Student Services, as applicable, of the action to be taken to control significant risk.
- g. Keep the risk assessment of the new or expectant mother under regular review and keep on record for a minimum of 5 years.
- h. Ensure provision of somewhere for pregnant and breastfeeding employees to rest.

It is noted that other Risk Assessments within the workplace must also consider risks that are particular to women of a childbearing age, including zoonotic diseases, teratogenic and mutagenic materials.

7. DUTIES OF HEALTH AND SAFETY / STUDENT SERVICES

Both Health and Safety and Student Services (as applicable), will assist Colleges, Professional Services, Staff and Students through the provision of information and support.

Health and Safety will produce a template New and Expectant Mother's Risk Assessment for Staff who are pregnant; have given birth in the last 6 months or are breastfeeding and make these available for consideration and adaption by Colleges and Professional Services.

Health and Safety will assist Colleges evaluate potential risks to Staff and Students when working within chemical, biological research, and radiation laboratories and with EMF (electromagnetic fields), whilst pregnant or breastfeeding.

8. STAFF AND STUDENT RESPONSIBILITIES

Staff and Students who are expecting a child, who are returning having given birth in the last 6 months, are breastfeeding, should notify their Line Manager or Personal Tutor as soon as possible and cooperate with any controls required by the risk assessment. Those new or expectant mothers, who do not wish to inform their Line Manager or Personal Tutor immediately, can approach Health and Safety (staff) or Student Services (students) for advice.

Students should also approach Student Services as soon as possible to discuss their needs and the support available to them.

Members of Staff should contact Human Resources as soon as possible regarding their pregnancy so arrangements can be put in place to ensure suitable financial and contractual advice is provided.

Each member of Staff who has notified Human Resources will also be contacted by Health and Safety and given an opportunity to discuss any workplace issues that may affect the pregnancy. Post-graduate research Students who work with potentially hazardous materials may also be contacted.

Staff and Students who are breastfeeding or are returning to work/study within 6 months of birth should also advise their Personal Tutor or Line Manager of this so the risk assessment may be completed.

9. EQUALITY IMPACT ASSESSMENT

Every effort must be made through the risk assessment to support individuals, so they are treated equally. However, in some instances, there may be a requirement to treat 'New and Expectant Mothers' differently to safeguard themselves and the unborn or newborn child from potential adverse impacts of the workplace. In such circumstances the person affected will be involved in the assessment and where required, advice of Health and Safety will be sought.

It is noted that health and safety risk assessments should be used as a mechanism to enable Staff and Students to undertake their tasks safely and not as a mechanism to prevent an activity simply because an element of risk exists. Every effort should be made to support Staff and Students to enable them to undertake their tasks in the same way as their peers.

The purpose of the assessment is to seek to assure the safety of both the mother and child and sometimes an alternation to workplace activities is required.

10. FURTHER GUIDANCE

Please visit the University's Health and Safety Website for further information and signposting to relevant authoritative guidance.

11. REVIEW AND AUDIT PROCEDURES

Health and Safety, Campus Services may undertake periodic audits or reviews to assess the effectiveness of and compliance with, this Policy.

Colleges / Professional Services must periodically review their own procedures to ensure the requirements of this Policy are implemented, suitable and effective.

The Health, Safety and Emergency Management Task Group will review this Policy in accordance with the agreed Review Schedule, with any significant changes considered by the University Health and Safety Committee.

End.