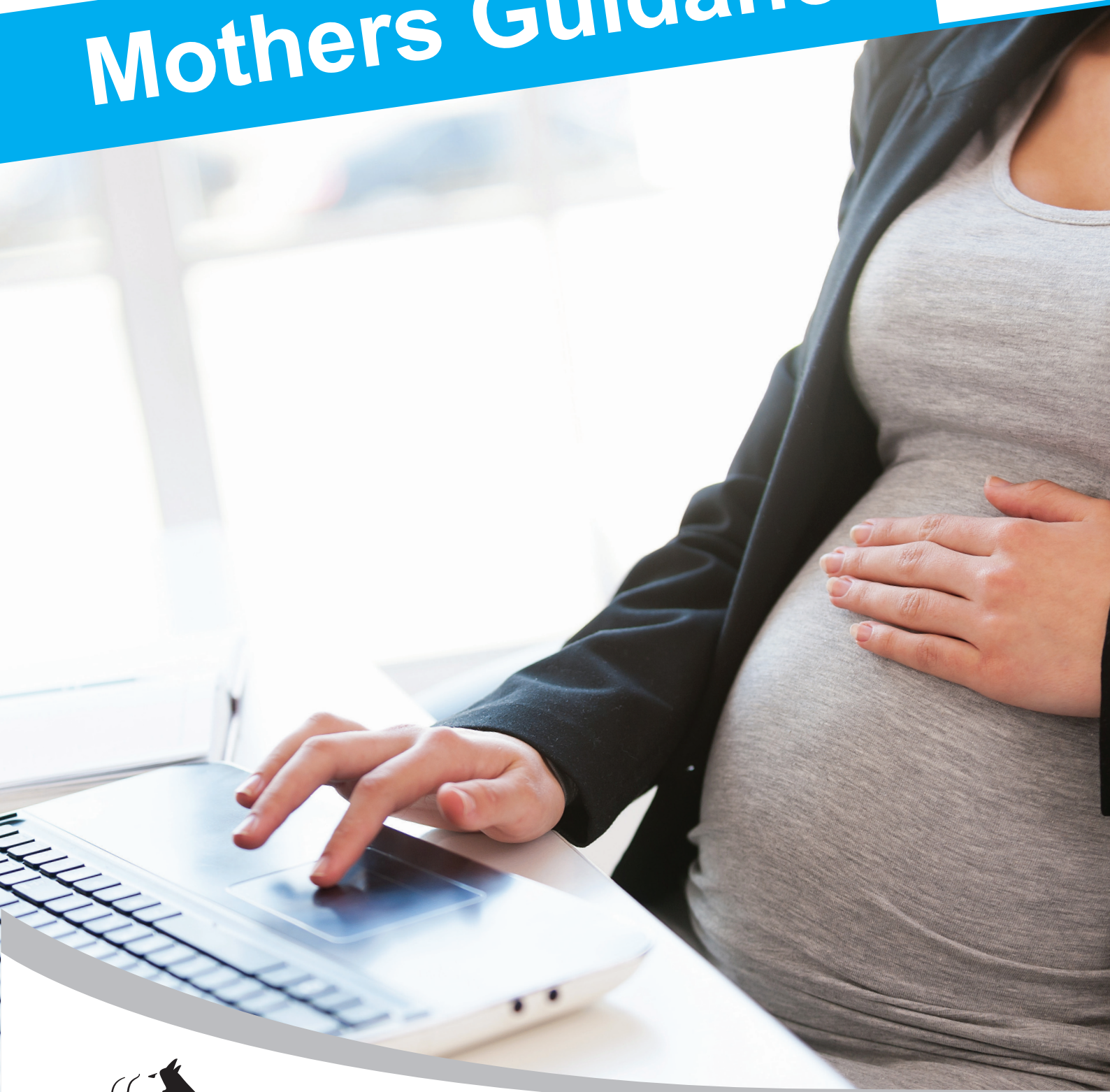


Review date April 2017

New and Expectant

Mothers Guidance



Coventry City Council

www.coventry.gov.uk

Introduction

* given birth is defined as a living child or, after 24 weeks of pregnancy, a stillborn child

This guidance provides information on protecting and managing the risks associated with the health and safety of employees who are new or expectant mothers and their unborn child; these risks include those to the unborn child or child being breastfed, as well as those to the mother.

The guidance applies to employees who are pregnant, have given birth in the last six months* or who are breastfeeding.

Significant risks

- Lifting / carrying of heavy loads
- Standing or sitting for long periods of time
- Exposure to infectious diseases
- Work-related stress
- Workstations and posture
- Threat of violence in the workplace
- Long or working hours
- Excessively noisy workplaces

Management responsibility:

- When notified, ensure that risk assessments are carried out, recorded and made available to the employee and their representatives as soon as possible
- Ensure that the risk assessment is undertaken with the involvement of the new or expectant mother
- Ensure that the risk assessments are kept under review, both during the different stages of pregnancy and after the birth of the child as the possibility of damage or injury will vary according to circumstances
- Give due consideration to new or expectant mothers who work at night. Whilst working at night is not by itself a known risk to pregnancy, there may be situations where special consideration should be given to the night worker
- If the exposure to hazards cannot be removed or reduced give due consideration to;
 - Changing the employee's working conditions or hours
 - Providing suitable alternative work
 - Allowing them to work from other locations or from home
- Ensure suitable facilities are made available for employees who are pregnant or breastfeeding to rest

Employee responsibilities:

Whilst you do not need inform your manager that you are pregnant or breastfeeding, it is important that you provide them with written notification as early as possible, endorsed by a registered medical practitioner or midwife. Until your manager has been informed he/she is not obliged to take any action.

Following notification you must:

- Co-operate with your manager to reduce the risk of injury
- Provide a medical certificate, to your manager, if you have been told by your general practitioner that "night work" poses a potential risk to you

Training

Risk Assessment for Managers v2 - 2012 (e-learning)

Introduction to Risk Assessment v2 (e-learning)

Legislation

Management of Health and Safety Regulations 1999 (MHSW)

Workplace (Health, Safety and Welfare) Regulations 1992

Employment Rights Act 1996 as amended by the Employment Relations Act 1999

Sex Discrimination Act 1975

Related Guidance

Risk assessment

Further information

Breastfeeding policy (Human Resources)

Maternity Provisions – Employees Guidance (Human Resources)

Maternity Provisions – Managers Guidance (Human Resources)

Council forms

New and expectant mothers risk assessment template [Click here](#)

HSE guidance

Expectant mothers homepage [Click here](#)

A guide for new and expectant mothers who work [Click here](#)

Contacts

For further information contact:

Occupational Health, Safety and Wellbeing Service

024 7683 3172 or e-mail healthandsafetyservicesadmin@coventry.gov.uk

Human Resources

024 7683 2454 or e-mail hradvice@coventry.gov.uk

Occupational Health Unit on 024 7683 3285

If you need this information in another language or format please contact Occupational Health on 024 7683 3285