

EDUCATORS - MATERNITY LEAVE

POLICY

Unpaid maternity leave will be negotiated between the Educator and the Co-ordination Unit. An Educator may wish to take a long period of time after the birth, before returning to the role of Educator. In this event, children who have been relocated elsewhere during this period may prefer to remain where they are and the allocation of new placements to the Educator will occur over time.

PROCEDURE

1. The Family Day Care unit must be notified in writing of the expected date of confinement and maternity leave will usually commence six (6) weeks prior to that date.
2. All back-up/relief care must be pre-arranged through the Co-ordination Unit.
3. The Educator may apply to resume care under the Family Day Care Scheme after a period of not less than six (6) weeks from the birth and after approval from the Co-ordination Unit.
4. Applications to resume care must be accompanied by a Doctor's Certificate stating the Educator's fitness to resume childcare.
5. An updated Home Safety Check is necessary before care can recommence.
6. A longer period of maternity leave may be granted if required. A review meeting will take place to review current circumstances before re-commencement.
7. Educators may be required to attend in-service training sessions whilst on leave in order to maintain their registration requirements.