



HUMBERSIDE FIRE AND RESCUE SERVICE

# People and Development

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## Parental Bereavement Leave Policy

<b>Owner</b>	<b>Executive Director of People &amp; Development</b>
<b>Responsible Person</b>	<b>Head of Human Resources</b>
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What we must  
do well



How we support our  
communities



We value and support  
the people we employ



We efficiently manage  
the Service

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## **1. INTRODUCTION**

Humberside Fire & Rescue Service (HFRS) recognises that whilst dealing with any bereavement is difficult, the death of a child is amongst the most devastating events that an individual can ever face. This policy sets out the Service's commitment to supporting bereaved parents through their grief by ensuring they can take parental bereavement leave. The policy applies to employees who suffer the loss of a child under the age of 18. This includes parents who suffer a stillbirth after 24 weeks of pregnancy.

The policy does not form part of an individual's contract of employment and the Service reserves the right to amend it at any time.

### **Core Code of Ethics**

HFRS has adopted the Core Code of Ethics for Fire and Rescue Services. The Service is committed to the ethical principles of the Code and strives to apply them in all we do, therefore, those principles are reflected in this Policy.

### **National Guidance**

Any National Guidance which has been adopted by HFRS, will be reflected in this Policy.

## **2. EQUALITY & INCLUSION**

HFRS has a legal responsibility under the [Equality Act 2010](#), and a commitment, to ensure it does not discriminate either directly or indirectly in any of its functions and services or in its treatment of staff, in relation to race, sex, disability, sexual orientation, age, pregnancy and maternity, religion and belief, gender reassignment or marriage and civil partnership. It also has a duty to make reasonable adjustments for disabled applicants, employees and service users.

## **3. AIM AND OBJECTIVES**

To support individuals who suffer the loss of a child under the age of 18 or suffer a stillbirth after 24 weeks of pregnancy and to set out the Service's expectations and processes for the same.

## **4. ASSOCIATED DOCUMENTS**

- [Equality Impact Analysis](#)
- [Carer's Leave Policy](#)
- [Compassionate Leave Policy](#)
- [Domestic Emergencies Policy](#)
- [Time Off for Dependants Policy](#)
- [Data Protection Policy](#)
- Legal References

- [Employment Rights Act 1996](#)
- [Parental Bereavement Leave Regulations 2020](#)
- [Equality Act 2010](#)
- National Guidance  
There is no specific National Guidance relevant to this policy.

## **5. PARENTAL BEREAVEMENT LEAVE**

Whatever an individual's length of service, they can take this type of leave if they are the parent of the child who has passed away, or the partner of the child's parent. In general, an individual is eligible for this type of leave if they have parental responsibility for the child. This includes adoptive parents.

An individual can take two weeks of parental bereavement leave. The leave can be taken as:

- A single block of two weeks.
- Two separate blocks of one week at different times.

The leave cannot be taken as individual days.

The leave can be taken at the time(s) of the individual's choosing within the 56 weeks after the bereavement. For example, the individual may choose to take leave at a particularly difficult time, such as the child's birthday. If an individual has lost more than one child, they have a separate entitlement to bereavement leave for each child who has passed away.

## **6. NOTICE TO TAKE PARENTAL BEREAVEMENT LEAVE**

If an individual needs to take parental bereavement leave within the first 56 days after their bereavement, they can take the leave straight away and do not have to provide any notice. They must let their line manager know no later than when they are due to start work on the first day on which they wish to take leave or, if that is not feasible, as soon as they can.

To take leave more than 56 days after a bereavement, at least one week's notice should be provided to the individual's line manager.

## **7. CHANGING PARENTAL BEREAVEMENT LEAVE**

Subject to the needs of the Service, planned leave can be cancelled and taken at a different time (within the 56 weeks after the bereavement).

Where planned leave was due to begin during the first 56 days after the bereavement, the individual should let their line manager know that they no longer wish to take it before their normal start time on the first day of the planned leave.

Where leave was due to begin more than 56 days after the bereavement, the individual should let their line manager know at least one week in advance that they wish to cancel it.

Parental bereavement leave that has already begun cannot be cancelled.

## **8. PAY DURING PARENTAL BEREAVEMENT LEAVE**

The Service recognises the need to provide bereaved parents with as much support as possible and will continue to pay normal pay during parental bereavement leave.

## **9. RIGHTS DURING PARENTAL BEREAVEMENT LEAVE**

During parental bereavement leave, all the terms and conditions of an individual's contract will continue. This means that all benefits will remain in place.

## **10. RETURNING TO WORK AFTER PARENTAL BEREAVEMENT LEAVE**

When returning to work after some time on parental bereavement leave, the individual generally has the right to return to the same job. However, if an individual returns from time on bereavement leave that follows on immediately from some maternity, adoption, paternity leave or shared parental leave (taken in relation to the child who has passed away), and the total time on leave is more than 26 weeks, the individual has the right to return to the same job, unless this is not reasonably practical - in which case they have the right to return to a suitable and appropriate job on the same terms and conditions.

This also applies if the leave includes more than four weeks of ordinary parental leave (taken in relation to any child), regardless of the total length of the leave.

## **11. ACCESS TO SUPPORT**

Support is available from the Service's Occupational Health & Wellbeing team and individuals are also encouraged to access help and support through the Service's [CiC Employee Assistance Programme](#), which offers information and advice.

## **12. EXTERNAL SOURCES OF HELP**

There are various organisations that provide help and support to bereaved parents, including:

- [Contact details | Child Bereavement UK](#) - provides confidential support, information and guidance to individuals and families.
- [The Compassionate Friends | Telephone helpline \(tcf.org.uk\)](#) provides support to bereaved parents and siblings.
- [Child loss charity | Support for bereaved dads \(daddyswithangels.org\)](#) provides specialist support for bereaved fathers.
- [Support for Bereaved Parents and Siblings in the UK \(slowgroup.co.uk\)](#) – provides support for bereaved parents and siblings.

## **12. DATA PROTECTION**

When dealing with parental bereavement leave, we will process any personal data collected in accordance with our [Data Protection Policy](#)

**If you require further guidance / information relating to this document, please  
contact Human Resources**