

OPTION SUMMARY

The options for adoption leave and pay which are available to you are summarised as follows:

Options	Criteria	Adoption Leave Entitlement	Adoption Pay Entitlement
Occupational Adoption Leave Scheme (Options 1a and 1b)	<p>Minimum of 52 weeks' service into your Matching Week</p> <p>Intention to return to work following Adoption Leave for at least 6 months</p>	Up to 52 weeks	<p><u>Option 1a</u> 18 weeks of full pay ; 21 weeks of Statutory Adoption Pay (SAP) 13 weeks unpaid</p> <p><u>Option 1b</u> 9 weeks of full pay; 18 weeks of half pay 12 weeks of SAP 13 weeks unpaid</p>
Statutory Adoption Leave Scheme (Option 2)	<p>No service criteria for leave but a minimum of 26 weeks' (but less than 52 weeks') service into your Matching Week</p> <p>Intention to return to work following Adoption Leave (no minimum period required)</p> <p>Average weekly earnings above the minimum level set out by the Government</p>	Up to 52 weeks	<p><u>Option3</u> 39 weeks of Statutory Adoption Pay (SAP) 13 weeks unpaid</p>
Undecided About Returning to Work (Option 3)	Undecided about whether to return to work or not following Adoption Leave	Up to 52 weeks	<p>Any statutory entitlement (SAP).</p> <p>However, if you qualify for the University's Occupational Adoption Pay scheme and decide to return to work for a minimum period of 6 months, you will receive retrospective payment of OAP</p>
Not Returning to Post (Option 4)	Decided not to return to work following Adoption Leave	Up to 52 weeks	Any statutory entitlement (SAP).

ADOPTION PAY/LEAVE ENTITLEMENT FLOWCHART (from 5 April 2015)

