Redundancy during pregnancy and maternity leave

This information sheet explains your legal rights if you are made redundant while you are pregnant, on maternity leave or shared parental leave.

**Redundancy**

There are three situations in which you can lawfully lose your job because of redundancy. These are:

- when the business closes down either temporarily or permanently;
- when the business moves and you cannot get to the new place of work;
- when fewer employees are required for existing work.

It is unfair dismissal and pregnancy/maternity discrimination to select a woman for redundancy because she is pregnant or on maternity leave. Your contract of employment may give better rights. Always check your contract if you have one.

Some terms used in this information sheet

- **Ordinary maternity leave (OML):** lasts for 26 weeks from the day you start your maternity leave.
- **Additional maternity leave (AML):** starts at the end of OML and lasts for 26 weeks.
- **Statutory Maternity Pay (SMP):** paid by your employer for 39 weeks if you meet the qualifying conditions. SMP is paid for 6 weeks at 90% of your average salary and for 33 weeks at a flat rate of £145.18 per week (April 2018-April 2019) or 90% of your average earnings if that is less.
- **Maternity Allowance (MA):** paid by the JobCentre Plus to women who do not qualify for SMP and self-employed women. MA is paid for 39 weeks at a flat rate of £145.18 per week (April 2018-April 2019) or 90% of your average earnings if that is less.
- **Shared parental leave (SPL):** mothers can reduce their maternity leave/pay to create shared parental leave for the father or partner or to take leave more flexibly within the first year.

**Redundancy during pregnancy**

*I am going to be made redundant during my pregnancy. Do I still qualify for Statutory Maternity Pay (SMP)?*

To get SMP you must

- have worked for the same employer for at least 26 weeks by the end of the qualifying week (the 15th week before the week your baby is due) and
- be employed in all or part of your qualifying week (employment includes part of a day and includes days on annual leave or sick leave), and
- earn at least £116 (April 2018-April 2019) on average in the eight weeks or two months before the end of the qualifying week.

You will not get SMP if you are made redundant and your employment ends **before** your qualifying week (the 15th week before your baby is due) but you may be able to claim Maternity Allowance. If you are made redundant and your employment ends **in or after** your qualifying week, you are still entitled to SMP for 39 weeks. If you are already on maternity leave and receiving SMP, your maternity leave will come to an end when your employment ends but your SMP must continue for the rest of the 39 week period.

In order to claim SMP you must give your employer 28 days’ notice of the date you want to start your pay. You must also give your employer a copy of your Maternity Certificate (MATB1) stating your expected week of childbirth which your midwife or GP will give you when you are about 20 weeks pregnant.

If you do not meet the qualifying conditions for SMP you may be able to claim Maternity Allowance from your local Jobcentre Plus. In order to apply for Maternity Allowance you will need to ask your employer to give you form SMP1 which explains why you were not entitled to SMP.

**Note:** once you qualify for SMP you are entitled to receive it for the full 39 weeks even if your job ends during the SMP period.
I was made redundant just before my qualifying week for SMP. Can I claim anything?
If your employer deliberately selects you for redundancy in order to avoid paying you SMP and you would have qualified if they had not done this, your employer automatically becomes liable to pay it. You must apply to your local HM Revenue and Customs office within six months of the first day on which your SMP was due. You may also have a claim for unfair dismissal, automatic unfair dismissal and/or pregnancy discrimination (see below) and a claim for unpaid wages for loss of SMP.

However, if your redundancy was not related to the fact that you were about to qualify for SMP, you will not get SMP if you were made redundant before your qualifying week (the 15th week before your baby is due) but you may be able to claim Maternity Allowance from your local JobCentre Plus.

Will I get redundancy pay?
If you have worked for your employer for at least two years, and you are aged 17 or over, you are entitled to a statutory redundancy payment when you are made redundant. Your employer may offer you an additional contractual redundancy payment because they operate their own redundancy payment scheme. You should check your contract of employment. If not, you will get the statutory redundancy payment which is worked out according to a formula: see the box below.

If you qualify for SMP, you will receive the full amount of SMP due after tax and NICs deductions in addition to your redundancy pay. A contractual redundancy payment is not subject to tax and National Insurance contributions and cannot be offset against your SMP.

When a settlement agreement amount is made up of both contractual redundancy and SMP the agreement must clearly record the full amount of SMP to which you are entitled, tax and NICs deductions, and the full amount of contractual redundancy. If the settlement agreement does not specify the amount of SMP payable you would be entitled to ask your employer to pay any outstanding SMP. If your employer does not pay your full SMP you should contact HM Revenue & Customs. Your employer can offset your SMP against any other contractual remuneration payable e.g. payment for keeping in touch days or notice pay.

Will I get paid notice if I am made redundant during pregnancy?
You are entitled to a paid notice period if you have been in your job for at least one month. The amount you get will depend on your contract of employment. You should check your contract or staff handbook to see how much notice your employer has to give. If nothing is mentioned, you will be entitled to the statutory notice which is one week’s paid notice after one month’s service and after two years’ service, a week’s notice for each year that you have worked for your employer, up to a maximum of 12 weeks.

Note: your employment actually ends at the end of the notice period (whether you have to work it or not) so that is when your redundancy takes effect. If you are still employed in all or part of your qualifying week (the 15th week before your baby is due) you can still get SMP – see above on getting SMP.

If your employer gives you what is described as a ‘payment in lieu of notice’, your employment generally ends on that date. However, your employer can only make a ‘payment in lieu of notice’ if there is a clause in your contract which allows them to do so. If not, you are entitled to a period of paid notice and your contract of employment will end at the end of the notice period.

Statutory redundancy payment
If you are aged 21 or under you get half a week’s gross pay for every complete year of employment with the same employer.
If you are aged 22-40 you get one week’s gross pay for every complete year of employment with the same employer.
If you are aged 41 or over you get one and a half weeks gross pay for every complete year of employment with the same employer.
There is a maximum limit of 20 years’ service, no more than 20 years is taken into account.
There is a maximum weekly wage limit of £508 per week.

If you are on maternity leave, your statutory redundancy pay should be calculated using your normal week’s pay or average week’s pay received before your maternity leave period started. It should not be based on your SMP or contractual maternity pay.

Redundancy during maternity leave
I have received some of my SMP. The company I worked for has now closed and I have been made redundant. Am I entitled to the rest of my SMP?
Yes, you are entitled to the rest of your SMP. If your employer had still been operating, they would have paid your SMP for the full 39 weeks (even after you have been made redundant). If you have any problems contact your local HM Revenue and Customs office within six months of the first day that
your SMP was due. Write a letter explaining what has happened. Keep a record of the payments of SMP that you have received.

If your employer is insolvent or refuses to pay all or part of your SMP, HM Revenue and Customs automatically becomes liable for any outstanding SMP. Contact the Statutory Payments Dispute Team (see contacts list below). If you can, ask the receiver or liquidator to write confirming how much SMP your employer owes you.

Your statutory redundancy pay should be calculated using your normal week’s pay or average week’s pay received before your maternity leave period started, not a week in which you received SMP or contractual maternity pay. If your employer is insolvent you can apply to the Insolvency Service of the Department for Business, Innovation and Skills for a redundancy payment (see useful contacts).

If you are made redundant while on paid maternity leave, what happens to my contractual maternity pay?

Your right to contractual maternity pay normally stops when your contract ends. If you are made redundant you will probably lose your contractual pay from the date of your redundancy and just get SMP for any remaining weeks. If you are unfairly selected for redundancy because of your pregnancy you will have a claim for unfair dismissal and pregnancy discrimination (see below) and that claim will include compensation for loss of contractual maternity pay.

Am I entitled to paid notice if my job is terminated while I am on maternity leave?

The statutory (legal) period of paid notice is one week’s notice for each year of continuous employment with your employer, up to a maximum of 12 weeks. You are entitled to receive paid statutory notice when you are on maternity leave. However, if your contract of employment gives you at least one week’s notice more than your statutory notice period, you have to rely on the notice period in your contract – contractual notice. The law is currently unclear but it may be unlawful to refuse to pay contractual notice pay during paid maternity leave (i.e. the 39 week SMP period) and possibly throughout maternity leave. If your employer refuses to pay contractual notice pay you should seek advice.

If your period of paid notice overlaps with your 39 week SMP period, your employer is entitled to offset SMP against statutory notice pay. However, SMP cannot be offset against a ‘payment in lieu of notice’ so you would be entitled to receive both.

I am on maternity leave and am about to give birth. I have been told my job is at risk of redundancy and that I need to be interviewed for other posts. Do I have any rights?

If you are made redundant during your maternity leave, regulation 10 of the Maternity and Parental Leave etc Regulations 1999 (see extract below) states that a woman on maternity leave must be offered a suitable alternative vacancy, if one exists, as soon as her post is at risk of redundancy.

Your employer must consider whether a suitable alternative vacancy exists between the time your redundancy becomes known and the time when your maternity leave period is ended by redundancy. The terms and conditions of this new job must be not substantially less favourable than your original job. You should be given first refusal of any suitable alternative job and you should not have to attend interviews as you have priority over other workers being made redundant (who are not on maternity leave).

Case on the right to be offered suitable alternative work:

Miss W’s employer decided to merge two jobs into one, making one person redundant, in a restructuring exercise. The employer interviewed both employees and offered the job to the other person, making Miss W redundant. The Employment Appeal Tribunal (EAT) decided that was unfair dismissal as Miss W was on maternity leave and she should have been offered the job as it was the only suitable alternative vacancy. She should have been offered the post as soon as the employer became aware that her post was redundant and that the newly created position was a suitable alternative vacancy.

The EAT also said that if there are a number of posts available, the woman on maternity leave should be offered a suitable alternative vacancy but she can be considered alongside other employees for other posts.

Sefton Borough Council v Wainwright EAT 2014

If there is a suitable alternative role you should be offered it during your maternity leave and as soon as your employer becomes aware that your role is potentially redundant. Your employer should not wait until you return to work (you can remain on maternity leave and return to the new job when your leave ends).

If your employer fails to offer you a suitable alternative vacancy, it may be unfair dismissal and/or automatic unfair dismissal. If you are not offered a suitable alternative vacancy because you are on maternity leave it may be maternity discrimination.

If no suitable alternative vacancy exists, you will receive redundancy pay if you have worked for your employer for at least two years. If you are offered a
suitable alternative job and unreasonably refuse it, you will lose your right to redundancy pay.

The legal wording of Regulation 10, Maternity and Parental Leave etc Regulations 1999

10 (1) This regulation applies where, during an employee’s ordinary or additional maternity leave period, it is not practicable by reason of redundancy for her employer to continue to employ her under her existing contract of employment.

(2) Where there is a suitable available vacancy, the employee is entitled to be offered (before the end of her employment under her existing contract) alternative employment with her employer or his successor, or an associated employer, under a new contract of employment which complies with paragraph (3) (and takes effect immediately on the ending of her employment under the previous contract).

I have been made redundant while on maternity leave. Although the job I used to do no longer exists, the work I used to do seems to have been merged into two other people’s jobs.

It depends on whether this is a genuine redundancy situation, see the legal definition of redundancy on page 1. An employer can reorganise the work so that they need fewer employees to do the work. This can happen even if there is just as much work to be done as there was before. This may be a genuine redundancy situation but you might not have been fairly selected for redundancy. Your employer has to use fair selection criteria and must not automatically choose you because you are on maternity leave. You should have been considered for one of the other two posts and you may have a claim for unfair dismissal, automatic unfair dismissal and/or maternity discrimination. If this happened whilst you were on maternity leave, you should have been offered the job before it was offered to any other members of staff. If your employer did not use fair selection criteria you can make a claim in an employment tribunal and you should seek legal advice (see below).

I have been made redundant but they are keeping on the employee who replaced me while I was on maternity leave. Where do I stand?

You have been dismissed but this may not be a genuine redundancy situation if your job still exists. Your employer should have dismissed your maternity replacement, not you. You can make a claim to an employment tribunal for unfair dismissal, automatic unfair dismissal and/or maternity discrimination and you should seek legal advice.

My company has warned employees of impending redundancies. I was hoping to return to work part-time after my maternity leave. How are my rights affected by the redundancies?

If your job is selected for redundancy, you will need to be satisfied that there is a genuine redundancy situation (see the legal definition on page 1). You will also need to be satisfied that you have been selected for redundancy fairly and, in particular, that any request for part time working has not influenced your employer’s decision to select you for redundancy, see cases below.

If you are made redundant your employer will need to consider whether there is a suitable alternative vacancy on your same (full-time) hours. If so, your employer must seriously consider whether the suitable alternative vacancy can be done in a way that meets your childcare needs and your employer can only refuse to adjust the hours if there is a good business reason why the vacancy could not be done in this way.

If your employer can justify a refusal to adjust your hours and you refuse the full-time vacancy, you will lose the right to a redundancy payment. However, if they are not justified in refusing your request you will still be entitled to a redundancy payment.

I reduced my hours following my return from maternity leave. How will my statutory redundancy pay be calculated?

See the box on page 2 for how to calculate redundancy pay. Redundancy pay is based on your age, how long you have been in your job (including years working full-time and part-time) and your pay at the time of the redundancy or the statutory limit whichever is lower.

Redundancy during shared parental leave

What are my rights if I am made redundant during shared parental leave (SPL)?

You have the same rights as a woman on maternity leave to be offered a suitable alternative vacancy (if one exists) if your post is at risk of redundancy at any point during your shared parental leave, see above. Your employer must offer you a suitable alternative vacancy immediately, if one is available, and should not wait until your return to work. You can remain on leave until the end of the leave period booked. If you are not offered a suitable alternative vacancy you may have a claim for unfair dismissal and/or automatic unfair dismissal.

Your shared parental leave will end on the day your employment ends. If your job ends before the start of SPL you will not be entitled to it as you must be employed up to the start of SPL.
Parents should bear in mind that once the mother has returned to work or curtailed (reduced) her maternity leave in order for her or her partner to take shared parental leave, it cannot be revoked, except in very limited circumstances. If there is a risk that one parent cannot take shared parental leave e.g. because of redundancy, it may be better to wait before giving notice.

For more information, see Shared parental leave and pay.

**Can I still receive Statutory Shared Parental Pay (ShPP) if I am made redundant during shared parental leave?**

If you are made redundant during shared parental leave and you are receiving ShPP, you can continue to be paid it for the remaining period booked unless you start a new job. Your shared parental leave will end on the day your employment ends.

If a mother is made redundant during her SMP period (39 weeks) she is entitled to be paid SMP for the remaining 39 weeks. If the mother curtailed (reduced) her SMP for her partner to take SPL/ ShPP, she will only be entitled to the SMP that is outstanding e.g. 39 weeks less any weeks of ShPP taken by her or the father/partner.

If a parent is made redundant and wishes to take the remaining weeks of ShPP, you must book it before your employment ends.

**Unfair dismissal and discrimination**

**Should I have been chosen as the one to be made redundant?**

Your employer should have fair selection criteria which they must follow when selecting employees for redundancy. For example:

- ‘Last in first out’ (person with least service is first to go)
- Ability, experience and respective hardship are examples of other factors which may be taken into account.
- The fact that you are pregnant or on maternity leave should be ignored.
- Criteria which may indirectly discriminate against women (e.g. selecting part-timers ahead of full-timers) may be unlawful.

You should think about:

How many redundancies are being made?
Is it only you being made redundant?
Who is being made redundant?
What reason is being given for the redundancies?
If you think you may have been unfairly selected for redundancy, you can ask your employer what criteria were used to select for redundancy and how you were assessed against those criteria. You are entitled to a written statement of the reasons for your dismissal.

**Case example:**

Miss R was a legal secretary. She asked to return to work part-time after maternity leave. She was made redundant shortly before the end of her leave when her employer was downsizing. The tribunal found that it was an unfair dismissal as it was based on the fact that she had asked to reduce her hours and that it was pregnancy discrimination as the employer took into account her pregnancy-related sickness absence in assessing her attendance at work. She was awarded £5000 for injury to feelings. *Holden & Co LLP v Russell, EAT 2014*

**Should I have been offered a suitable alternative job?**

Regulation 10 of the Maternity and Parental Leave etc Regulations 1999 states that if a woman is to be made redundant at any time during her maternity leave she must be offered any suitable alternative jobs that may be available. This means that you have the right to be offered any suitable alternative vacancies before others who are not on maternity leave and you do not need to go for interviews. Your employer must offer it to you as soon as your job is likely to be at risk and should not wait until you return to work.

If you are not offered a suitable alternative vacancy (if one exists), you may have a claim for unfair dismissal, automatic unfair dismissal and/or maternity discrimination.

Note that if you unreasonably refuse suitable alternative work you would not be entitled to receive compensation for unfair dismissal or to receive a redundancy payment.

**Has my employer used a fair procedure?**

Your employer should give as much warning as possible of impending redundancies to enable trades unions and employees to consider alternative solutions. You have the right to be individually consulted even if you are on maternity leave. In addition, the law says that if you work for an employer who is proposing to make 20 or more people redundant who work at one workplace within a period of 90 days or less, your employer must consult all the appropriate representatives of any of the employees who may be affected at least 30 days before the first redundancy. If they are proposing to make more than 100 employees redundant within 90 days or less, they must begin consultation at least 45 days beforehand. You may have a tribunal claim for a protective award of not more than 90 days salary. If you are made redundant without any consultation, you are likely to
have claims for unfair dismissal and pregnancy/maternity discrimination.

As part of the consultation process, you should be given an opportunity to contest your selection for redundancy. This may involve explaining to your employer any factors which may have led to your selection and of which your employer is unaware (e.g. a personal crisis at home which may have affected your performance temporarily or bullying at work). It is also an opportunity to consider other vacancies within the organisation which may be suitable for you.

Summary
If you are made redundant while you are pregnant or on maternity leave you may have a claim for unfair dismissal, automatic unfair dismissal and/or pregnancy/maternity discrimination if:

- There was no genuine redundancy situation.
- You were selected for redundancy because you are pregnant or on maternity leave.
- You were not offered a suitable alternative vacancy (if one exists).
- You were selected in contravention of an agreed selection procedure.
- The selection criteria were unfair in themselves or were unfairly applied.
- There was a failure to consult and warn.

How do I make a claim?
There are strict time limits for making claims in an employment tribunal. The tribunal must usually receive a claim within three months (less one day) from the date of dismissal or discrimination. Time limits can only be extended for very good reasons.

You must contact ACAS Early Conciliation on 0300 123 11 00 before making a tribunal claim.

If you are dismissed (this includes being made redundant) during pregnancy or maternity leave you are entitled to written reasons.

You must have worked for your employer for a year to make a claim for ordinary unfair dismissal. If you start a new job after 6 April 2012 you will need to have worked for your employer for two years to claim ordinary unfair dismissal but you can claim discrimination and automatic unfair dismissal on the grounds of pregnancy and maternity leave from day one of your employment.

For more information, see Dealing with problems at work.

Benefits for families

Can I claim any benefits if I have been made redundant?
If you are made redundant during your pregnancy, you may be able to claim benefits from Jobcentre Plus and you may still be entitled to maternity pay. What you can claim will depend on your work history, income, family situation and the area of the country you live in so it is important to seek advice about your entitlements.

For full information about the benefits below, see our information sheet Money for Parents and Babies.

If you are made redundant before you are 29 weeks pregnant you may be entitled to:

- Jobseeker’s Allowance (JSA) if you are able to work and are taking steps to look for work, or
- Income Support if you are a lone parent of a child aged under 5 and have a low income, or
- Employment and Support Allowance (ESA) if you are not able to work because of illness/disability, or
- Universal Credit (UC) if you live in certain areas of the UK where UC has replaced other income-based benefits (including Income Support, income-based JSA/ESA)

JSA and ESA can be paid based on your contributions from work (contributions-based) or because you have a low income (income-based). If you live with a partner, their income and work will affect your entitlement to income-based JSA/ESA.

If you are entitled to Statutory Maternity Pay or Maternity Allowance, you should be paid your maternity pay once you are 29 weeks pregnant. Note: you are still entitled to Statutory Maternity Pay from your employer if you were employed up to the 15th week before your baby is due. If you don’t qualify for SMP you may be able to claim Maternity Allowance instead. See Redundancy during pregnancy above.

If you are claiming JSA and you are not entitled to SMP or MA, you may be able to claim Income Support from the 11th week before your baby’s due date or Employment and Support Allowance from 6 weeks before your baby’s due date.

You may also be entitled to other help such as Housing Benefit, Child Tax Credit, Child Benefit and the Sure Start Maternity Grant.

For more information on benefits for families, see Money for Parents and Babies.

If I am made redundant after my ‘qualifying week’ for SMP (the 15th week before the baby is due) but then do some work for another employer before my baby is born, what happens to my SMP?
Once you have qualified for SMP your SMP will start being paid to you by your employer (employer A) on the Sunday of the 11th week before the week your baby is due. The start date cannot be put off until later in the pregnancy. If you start work for a new employer (employer B) before your baby is born you will continue to receive your SMP. However, the SMP will not continue to be paid to you after your baby is born if you do work for (employer B) during the maternity pay period (39 weeks).

If you work for employer B after your baby is born and you also worked for employer B during the qualifying week (the 15th week before your baby was due), you will continue to receive SMP from employer A as normal.

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**I have been made redundant and will be receiving SMP up to the end of the 39 week maternity pay period. Will the payments of SMP affect my benefits and does it make a difference if my employer continues to pay my SMP weekly/monthly or in a lump sum?**

SMP is treated differently for different benefits:

If you were made redundant whilst receiving SMP, you should be treated as working the hours you used to work until the end of the 39-week maternity pay period. This means that you can be entitled to Working Tax Credit whilst you are getting SMP even if you have left a job. If you are made redundant before your SMP could start to be paid (i.e. before the 11th week before your baby’s due date), you may be entitled to a 4-week run-on of Working Tax Credit when your job ends and may still be treated as working if you start to receive SMP after the 4-week run-on of Working Tax Credit. This is a complicated issue so you should seek specialist advice if your Working Tax Credit stops.

The first £100 per week of your SMP is ignored as income for tax credits; if you are paid your SMP in a lump sum this means that up to £3,900 could be ignored as income. A lump sum payment of SMP will not continue to be paid to you after your SMP could start to be paid (i.e. before the 11th week before your baby’s due date), you may be entitled to a 4-week run-on of Working Tax Credit when your job ends and may still be treated as working if you start to receive SMP after the 4-week run-on of Working Tax Credit. This is a complicated issue so you should seek specialist advice if your Working Tax Credit stops.

If you have a claim for or start to claim Income Support, ESA or JSA when your job ends, a lump sum payment of SMP will be taken into account as income for the number of weeks the payment covers i.e. for 39 weeks. If you start claiming Housing Benefit after your job ends, the lump sum of SMP should be ignored as income or earnings.

If you are paid SMP as a lump sum and receive or claim Universal Credit, the payment should be taken into account as earnings in the month the payment is made. This means that you may lose entitlement to Universal Credit for the month the lump is paid and have to reclaim the following month.

For more information on benefits for families, see [Money for Parents and Babies](#).

The rules about treatment of the final payments received at the end of a job are complex so you should get specialist advice if you have received payments for holiday, notice pay etc.

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This information sheet was produced in March 2018. It is always important to get up-to-date advice.

**Where to go for more help**

**Maternity Action**

Advice on maternity and parental rights and benefits

[www.maternityaction.org.uk](http://www.maternityaction.org.uk)


**ACAS**

For advice on employment rights or for Early Conciliation if you are thinking of making a tribunal claim

[www.acas.org.uk](http://www.acas.org.uk)

Helpline: 0300 123 11 00 (offers telephone interpreting service)

**Citizens Advice**

For information about your rights and to find details of local advice bureau

[www.citizensadvice.org.uk](http://www.citizensadvice.org.uk)

Factsheets available in English, Welsh, Bengali, Gujarati, Punjabi, Urdu and Chinese

Citizens Advice is currently developing a national advice phone service. If you live or work in Wales call 08444 77 20 20. For England, call 08444 111 444 or check your local bureau’s contact details as it is not available in all areas yet.

**Civil Legal Advice**

If you are eligible for legal aid you can get free legal advice on 0345 345 4 345 (offers translation service). To check your eligibility see [www.gov.uk/civil-legal-advice](http://www.gov.uk/civil-legal-advice)

To search for specialist legal advisers or solicitors in your area see: [find-legal-advice.justice.gov.uk](http://find-legal-advice.justice.gov.uk)
Equality Advisory Support Service
Help and advice on discrimination and human rights
www.equalityadvisoryservice.com
Helpline: 0808 800 0082 Mon – Fri 9am – 7pm, Sat 10am – 2pm
Textphone: 0808 800 0084

Equalities and Human Rights Commission (EHRC)
For information and advice about discrimination law
www.equalityhumanrights.com
For information for employees and employers about pregnancy and maternity rights in the workplace see: www.equalityhumanrights.com/about-us/our-work/key-projects/managing-pregnancy-and-maternity-workplace

GOV.UK
The government’s online information service
www.gov.uk

Jobcentre Plus
To make new telephone benefit claims or request claim forms, including Maternity Allowance and Sure Start Maternity Grant: 0800 055 6688 Mon – Fri 8am – 6pm
For ESA/JSA/Income Support claims: 0800 169 0310 Mon – Fri 8am – 6pm
For Maternity Allowance claims: 0800 169 0283 Mon – Fri 8am – 6pm
For Sure Start Maternity Grant claims: 0800 169 0140 Mon – Fri 8am – 6pm
Universal Credit helpline - if you cannot make an online claim: 0800 328 9344 Mon – Fri 8am – 6pm
Universal Credit helpline – for new claims and existing online claims: 0800 328 5644.

HM Revenue & Customs
Tax Credit Helpline: 0345 300 3900 Mon – Fri 8am-8pm, Sat 8am-4pm, Sun 9am -5pm
Child Benefit: 0300 200 3100 Mon – Fri 8am-8pm, Sat 8am-4pm
For queries about Statutory Maternity Pay, Adoption Pay, Paternity Pay and Shared Parental Pay:
Employees helpline 0300 200 3500
Employers helpline 0300 200 3200
For detailed guidance for employers on SMP, SAP, SPP and Statutory Sick Pay see www.gov.uk/government/collections/statutory-pay

HMRC Statutory Payments Disputes Team
For payments of Statutory Maternity Pay/Adoption Pay/Paternity Pay/Shared Parental Pay or Statutory Sick Pay when your employer is insolvent or refusing to pay: 0300 0560 630

Insolvency Service Helpline
What you can claim when your employer goes out of business: www.gov.uk/your-rights-if-your-employer-is-insolvent/claiming-money-owed-to-you
National Insolvency Unit Helpline 0300 678 0015/0017
Companies House 0303 1234 500
Redundancy payments enquiry line 0330 331 0020

Turn2us
Online benefits calculator and grant search
www.turn2us.org.uk

Working Families
For information and advice on benefits and rights at work
www.workingfamilies.org.uk
Helpline 0300 012 0312

Your Employment Settlement Service
For advice and help with settling disputes at work, including 15 minutes free advice www.yesslaw.org.uk
Tel. 020 3701 7530/7531

More Maternity Action information sheets
Rights during pregnancy and maternity leave
Pregnant at work
Pregnancy discrimination
Discrimination during maternity leave and on return to work
Resigning during pregnancy and maternity leave
Keeping in touch days
Pregnant during maternity leave (when you are expecting again)
More than one job – your maternity rights and benefits
Shared parental leave and pay
Premature births – rights to maternity leave and pay
Miscarriage, stillbirth and neonatal death – rights to time off and pay for parents

Maternity pay and benefits
Maternity pay questions
Money for parents and babies
Benefit and tax credit rates

Asking to change your working hours
Child-friendly working hours

Redundancy, dismissal and discrimination
Dealing with problems at work
Redundancy during pregnancy and maternity leave
Redundancy – additional questions
Pregnancy discrimination
Discrimination during maternity leave and on return to work

Health and safety, breastfeeding and sickness
Sickness during pregnancy and maternity leave
Health and safety during pregnancy and on return to work
Postnatal depression and depression during pregnancy – your maternity rights and benefits
Breastfeeding on return to work
Breastfeeding in public places
Breastfeeding while out and about – taking action
Childbirth injuries – rights at work and benefits for new mothers

Apprentices, agency workers and zero hours contracts
Apprentices – maternity rights and benefits
Agency workers – maternity rights and benefits
More than one job – your maternity rights and benefits
Zero hours contracts – maternity and parental rights

Fathers and partners, including same sex partners
Rights at work for fathers and partners
Shared parental leave and pay
Shared parental leave for adoptive parents
Time off for working parents
Child-friendly working hours
Dealing with problems at work

Adoption or surrogacy
Adoption leave and pay – rights for parents
Surrogacy arrangements – time off and pay for parents

Available at www.maternityaction.org.uk