

Maternity leave: Fixed term contracts



What's new? Following work by the SHS Athena Swan team, the University has updated its maternity leave policy to include staff on fixed-term contracts.



How many weeks maternity leave am I entitled to?

All pregnant employees are entitled to 52 weeks of maternity leave (26 weeks ordinary, immediately followed by 26 weeks additional leave).



What if my contract expires or the funding ceases?

If your fixed-term contract ends during maternity leave, your contract will terminate as usual, but you will still receive any outstanding enhanced or statutory maternity pay and this will be paid as a lump sum in your final payslip.



Where can I find the policy? The University's Maternity Leave Policy (2025) is available at: <https://www.surrey.ac.uk/sites/default/files/2025-04/maternity-leave-procedure.pdf>

Parental leave: Manager's toolkit



Manager's toolkit: Manager's responsible for line managing someone who is taking parental leave should refer to the University's Manager's toolkit:



<https://portal.surrey.ac.uk/https/surreynet.surrey.ac.uk/sites/default/files/Parental%20Leave%20Information%20Pack%20for%20Managers%20FINAL%2023-4-24.pdf>