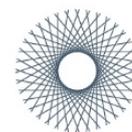


Maternity leave pay entitlements



This guidance is supplementary to the Agora Learning Partnership Maternity Policy

Teaching staff

Payments

Statutory Maternity Pay (SMP) - the first 6 weeks: 90% of average weekly earnings (AWE) before tax; the remaining 33 weeks: £148.68 or 90% of their AWE (whichever is lower)

Occupational Maternity Pay (OMP) – the first 4 weeks at full pay, the next 2 weeks at 9/10th salary, the following 12 weeks at half pay. Payments of OMP are inclusive of SMP where applicable. OMP is also conditional on the employee returning to work, please see full details within the policy.

Qualifying Service

Statutory Maternity Pay (SMP) – to be eligible to SMP you must have been continuously employed by the Agora Learning Partnership for at least 26 weeks in the 15th week before the expected week of childbirth (EWC)

Occupational Maternity Pay (OMP) – to be eligible for OMP you must have been continuously employed by the Agora Learning Partnership for one year or more in the 11th week before the expected week of childbirth (EWC)

	Service with the Trust in the 15 th week before EWC	Service with the Trust in the 11 th week before EWC	
Option 1	Less than 26 weeks	Less than 1 year	Unpaid*
Option 2	26 weeks or more	Less than 1 year	SMP only
Option 3	Less than 26 weeks	1 year or more	OMP only*
Option 4	26 weeks or more	1 year or more	SMP & OMP

Option 1

Employees are entitled to 52 weeks maternity leave
No entitlement to SMP or OMP, the entire period of maternity leave will be unpaid

Option 2

Employees are entitled to 52 weeks maternity leave
Employees are entitled to SMP only which is broken down as:
Weeks 1 – 6 90% of their average weekly earnings (AWE) before tax

Weeks 7 – 39	Standard rate of SMP or 90% of their AWE (whichever is lower)
Weeks 40 – 52	Unpaid

Payments are subject to tax and National Insurance

Option 3

Employees are entitled to 52 weeks maternity leave
 Employees are entitled to OMP only which is broken down as:

Weeks 1 – 4	Full pay
Weeks 5 – 6	90% pay
Weeks 7 – 18	Half pay
Weeks 19 – 52	Unpaid

Payments are subject to tax and National Insurance

Option 4

Employees are entitled to 52 weeks maternity leave
 Employees are entitled to SMP and OMP which is broken down as:

Weeks 1 – 4	Full pay
Weeks 5 – 6	90% pay
Weeks 7 – 18	Half pay
Weeks 19 – 39	SMP
Weeks 40 – 52	Unpaid

Payments are subject to tax and National Insurance

Non-teaching staff

Payments

Statutory Maternity Pay (SMP) - the first 6 weeks: 90% of average weekly earnings (AWE) before tax; the remaining 33 weeks: £148.68 or 90% of their AWE (whichever is lower)

Occupational Maternity Pay (OMP) – the first 6 weeks at 9/10th salary (this is inclusive of SMP where applicable), and either the next 12 weeks at half pay or the next 20 weeks at 30% pay (plus SMP where applicable as except where this would exceed full pay). OMP is also conditional on the employee returning to work, please see full details within the policy.

Qualifying Service

Statutory Maternity Pay (SMP) – to be eligible to SMP you must have been continuously employed by the Agora Learning Partnership for at least 26 weeks in the 15th week before the expected week of childbirth (EWC)

Occupational Maternity Pay (OMP) – to be eligible for OMP you must have been continuously employed by the Agora Learning Partnership for one year or more in the 11th week before the expected week of childbirth (EWC)

	Service with the Trust in the 15 th week before EWC	Service with the Trust in the 11 th week before EWC	
Option 1	Less than 26 weeks	Less than 26 weeks	Unpaid*
Option 2	26 weeks or more	26 weeks or more	SMP only
Option 3	Less than 26 weeks	26 weeks or more	OMP only*
Option 4	1 year or more	1 year or more	SMP & OMP

Option 1

Employees are entitled to 52 weeks maternity leave
 No entitlement to SMP or OMP, the entire period of maternity leave will be unpaid

Option 2

Employees are entitled to 52 weeks maternity leave
 Employees are entitled to SMP only which is broken down as:

Weeks 1 – 6	90% of their average weekly earnings (AWE) before tax
Weeks 7 – 39	Standard rate of SMP or 90% of their AWE (whichever is lower)
Weeks 40 – 52	Unpaid

Payments are subject to tax & NI

Option 3

Employees are entitled to 52 weeks maternity leave
 Employees are entitled to OMP only which can be taken as one of the following two options:

Option 3a

Weeks 1 – 6	9/10 th s week salary
Weeks 7 – 18	Half pay
Weeks 19 – 52	Unpaid

Payments are subject to tax & NI

Option 3b

Weeks 1 – 6	9/10 th s week salary
Weeks 7 – 26	30% pay
Weeks 27 – 52	Unpaid

Payments are subject to tax & NI

Option 4

Employees are entitled to 52 weeks maternity leave
 Employees are entitled to SMP and OMP which can be taken as one of the following two options:

Option 4a

Weeks 1 – 6	90% pay
Weeks 7 – 18	Half pay plus SMP (providing this does not exceed full pay)
Weeks 19 – 39	SMP
Weeks 40 – 52	Unpaid

Payments are subject to tax & NI

Option 4b

Weeks 1 – 6	90% pay
Weeks 7 – 26	30% pay plus SMP (providing this does not exceed full pay)
Weeks 27 – 39	SMP
Weeks 40 – 52	Unpaid

Payments are subject to tax & NI

*If you do not qualify for SMP you may be eligible for Maternity Allowance. You will be provided with an SMP1 form which explains why you are not eligible for SMP. You can then use this and your MATB1 to make an application for Maternity Allowance.