

# Guide for Parents

*If you are a member of staff or a student in Physics, or you are thinking of joining us, and you have children or are thinking about starting a family, this fact-sheet will provide useful information about the resources and support available to you.*

## Foreward

The Department of Physics welcomes and supports staff and students with children. We have an Athena SWAN Silver Award and Juno Champion status from the Institute of Physics. Both these awards recognise our ongoing efforts to create a supportive environment for all staff and students, including women and those with children. We hope you will find this fact-sheet helpful as a

pointer towards the many resources available to you.

## Maternity leave

The University has a generous maternity leave scheme, available to all women who meet criteria. Further details are available at [www.admin.ox.ac.uk/personnel/during/family/maternity/](http://www.admin.ox.ac.uk/personnel/during/family/maternity/).



No later than the 15th week before the week of childbirth, you should meet with your line manager or the Human Resources Manager (Julia Lindon [julia.lindon@physics.ox.ac.uk](mailto:julia.lindon@physics.ox.ac.uk)) to discuss and complete the maternity leave plan: this will provide the relevant information and notice to the department. The Human Resources (HR) Manager must be made aware of these arrangements on time to ensure statutory requirements are met.

For contract researchers, UK Research Councils will often cover the cost of maternity leave on your grant. You should discuss this with your line manager and the HR Manager.



**Oxford is a fantastic city in which to bring up children with outstanding schools and many activities for children in and around the city. The Department and University offer a number of resources to help support you as a parent.**

**The Department sponsors a number of subsidised nursery places and has committed to increase this number when the opportunity arises. The University works in partnership with two playscheme providers to support families during school holidays.**

at [www.admin.ox.ac.uk/personnel/during/family/](http://www.admin.ox.ac.uk/personnel/during/family/).

Please make sure you contact the HR Manager (Julia Lindon [julia.lindon@physics.ox.ac.uk](mailto:julia.lindon@physics.ox.ac.uk)) sufficiently early to discuss and complete the parental leave plan. Relevant deadlines are listed on the UAS website links above.

## Shared Parental Leave

Effective 5 April 2015, the shared parental leave and shared parental pay statutory scheme enables eligible parents, if they so wish, to share a period of leave and pay in the 52 weeks immediately following the birth or adoption of their child. The existing statutory rights to maternity leave, adoption leave, ordinary paternity leave and unpaid parental leave remain unchanged. Further details are available

## Paternity and parental leave

If you meet the qualifying criteria, the biological father is entitled to one or two weeks of Ordinary Paternity Leave at full pay. Furthermore, each parent can take 18 weeks of unpaid parental leave for each child. Further details are available at [www.admin.ox.ac.uk/personnel/during/family/parental/](http://www.admin.ox.ac.uk/personnel/during/family/parental/).

# Flexible working

The Department tries to accommodate flexible working patterns wherever possible. We have moved some of our activities into core hours to facilitate attendance by those with family responsibilities. If you are interested in flexible working, you should discuss this with your line manager or the Human Resources (HR) Manager (Julia Lindon; [julia.lindon@physics.ox.ac.uk](mailto:julia.lindon@physics.ox.ac.uk)).

## Returning to work

Career breaks present unique challenges for scientists. The Department will be as supportive as possible. Early career scientists requiring flexible working patterns can apply for a Royal Society Dorothy Hodgkin Research Fellowship ([royalsociety.org](http://royalsociety.org)), and those returning after a break of 2 years or more can apply for a Daphne Jackson Trust Fellowship ([www.daphnejackson.org](http://www.daphnejackson.org)).

## Childcare

Childcare places in Oxford can have long waiting lists and you should sign up as soon as you become pregnant or commit to moving to Oxford.

The Department sponsors a number of subsidised places in the University nurseries. If you are interested in one of these sponsored places, you should talk to the HR Manager (Julia Lindon; [julia.lindon@physics.ox.ac.uk](mailto:julia.lindon@physics.ox.ac.uk)) at the earliest opportunity.



**The Natural History Museum: one of the many activities for children in Oxford.**

Details of the University nurseries and schemes to reduce the cost of childcare, such as Childcare Vouchers to save tax and national insurance, can be found at [www.admin.ox.ac.uk/childcare](http://www.admin.ox.ac.uk/childcare). Some

Colleges also offer nurseries. Details of private nurseries can be found at [fisd.oxfordshire.gov.uk](http://fisd.oxfordshire.gov.uk).

The University works in partnership with playscheme providers to support families during the school holiday periods: [www.admin.ox.ac.uk/childcare/playscheme](http://www.admin.ox.ac.uk/childcare/playscheme). All University parents are offered a 15% discount. Other clubs operate around Oxford including Supercamps ([www.supercamps.co.uk](http://www.supercamps.co.uk)) and Camp Energy ([www.campenergy.com](http://www.campenergy.com)). Intensive swimming lessons are offered at the University swimming pool during the Easter and summer holidays ([www.sport.ox.ac.uk](http://www.sport.ox.ac.uk)).

## Schools

Oxford has outstanding schools at both primary and secondary level. For information about applying for a school place see "Starting School" on the Oxfordshire County Council website. Information about standards at your local school can be found on the OFSTED website: [ofsted.gov.uk](http://ofsted.gov.uk).

If you are interested in private schools, you need to contact them individually. There can be long waiting lists, so signing up early is imperative.

## Living in Oxford

Oxford is a fantastic city in which to live and raise children. There are many cultural and outdoor activities for both parents and children within Oxford and its immediate surroundings: [www.oxfordcityguide.com](http://www.oxfordcityguide.com).

The Daily Info is an invaluable resource for accommodation, services, and events in Oxford: [www.dailyinfo.co.uk](http://www.dailyinfo.co.uk).

The University's [Living in Oxford](#) website provides information about museums, festivals, parks and gardens, cinemas and theatres in town. This website also contains links to a number of support groups including the Newcomers' Club and the Oxford Women's Network.



**The Department wants to inspire the next generation of physicists. As a parent you have unique opportunities to get involved in the several hundred outreach events we run each year.**

## Outreach

Did you know the Department runs several hundred outreach events each year, described as "exemplary" by the most recent external review of the Department? Further details can be found at [www2.physics.ox.ac.uk/about-us/outreach](http://www2.physics.ox.ac.uk/about-us/outreach).

Having children provides unique opportunities to get involved in outreach, in local schools and nurseries, as well as within the Department. Contact the Outreach Officer (Sian Tedaldi; [sian.tedaldi@physics.ox.ac.uk](mailto:sian.tedaldi@physics.ox.ac.uk)) for further details.

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**The Department has an Athena Swan Silver Award and IoP Juno Champion status. These awards recognise its initiatives to improve the working conditions and advance the careers of all staff and students. Good working practice benefits everyone, but overwhelmingly benefits women and those from disadvantaged minorities.**

