

Fife Council is committed to being a good employer and to developing people and family friendly employment policies. This approach not only allows employees to balance their personal and working lives but also helps us to maintain employees productivity, loyalty and motivation.

In keeping with this, we recognise that from time to time, employees lives outside of work may necessitate some form of support from the Council and that adopting a child may be one such time.

Adopting parents are required to attend meetings and training sessions in connection with adoption. Should these meetings be held during working hours, reasonable time off will be granted with pay.

Where both adoptive parents are employees of the Council, one of the employees can take all of the leave or alternatively, both parents can split the total amount of adoption leave between them.

Only one period of leave will be available to employees irrespective of whether more than one child is adopted as a result of the same arrangement.

Scope

This policy applies to all Single Status, Chief Officers, Teachers, and Craft employees.

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