

MENSTRUAL AND MENOPAUSE POLICY

Purpose of the Policy

Age Concern Petersfield and District has introduced a Menstrual and Menopause Policy based on the recommendations we have received for providing wellbeing support to our staff.

Experiences of menstruation and menopause can be very debilitating, yet we have been enculturated to mask their existence in the workplace, at schools and at home. This policy supports employees in their ability to adequately self-care during their period and menopause, while not being penalised by having to deplete their sick leave. Periods and menopause are not a sickness after all. This policy also seeks to remove the stigma and taboo surrounding menstruation and menopause.

Age Concern Petersfield and District aims to create an environment where individuals feel confident enough to raise issues about their symptoms and ask for support and adjustments at work. The organisation is committed to ensuring that conditions in the workplace do not make menopausal and menstrual symptoms worse and that appropriate adjustments and support are put in place.

Policy

This policy is designed to provide opportunities for restful working circumstances and self care for employees experiencing symptoms of menstruation and menopause.

The policy is designed to be flexible depending on the employee's needs, providing for the following options:

1. The possibility of working from home or extending home working arrangements if necessary.
2. The opportunity to stay in the workplace under circumstances which encourage the comfort of the employee e.g. resting in a quiet area; or
3. The possibility of taking a day's paid leave.

Any leave request would need to be placed in writing to the staff members Line Manager, or in the event of the Office Manager to the Chair of Trustees.

This is a Policy introduced for the wellbeing of staff members encountering difficulties and is purely to show that Age Concern Petersfield and District support them.

POLICY STATEMENT

All Policies and Procedures held by Age Concern Petersfield & District are regularly reviewed and may be amended from time to time to reflect any changes in Legislation, regulatory guidance or internal policy decisions, as well as for any other reasons determined by the Board of Trustees. The latest versions will always be reflected on our website.