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10 December 2013

Australian Human Rights Commission
Elizabeth Broderick
Sex Discrimination Commissioner

Dear Ms Broderick

Re: Supporting Working Parents: Pregnancy and Return to Work National Review

Thank you for the opportunity to participate in the National Review.

As an Equal Opportunity Employer, Curtin's obligations include ensuring that members of staff are not subject to discrimination due to family responsibilities. This is achieved by including equitable practices in Curtin's Enterprise Bargaining Agreement and various policies and procedures.

To support staff members, there are a number of Clauses in our Enterprise Bargaining Agreement which support working parents which has been summarised for the submission. The full text version can be found at http://hr.curtin.edu.au/employment_agreements.cfm

Again thank you for the opportunity to participant in the National Review.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sara de Freitas', with a long horizontal flourish extending to the right.

Associate Professor Sara de Freitas
Acting Deputy Vice-Chancellor, Education



13 December 2013

Supporting Working Parents: Pregnancy and Return to Work National Review

Unpaid parental leave entitlement

- A staff member is entitled to up to 52 weeks unpaid parental leave in association with:
 - The birth of a child to the Staff Member, or the Staff Member's Partner or Immediate Family or Member of Household; or
 - The placement of a child, aged 16 years or younger, for adoption with the Staff Member, their Partner or their Immediate Family or Member of Household; provided that the Staff Member is, or will be, the child's Primary Caregiver.
- Unpaid parental leave of more than 10 days will not count as Continuous Service for the purposes of this Agreement, but will not constitute a Break in Service.
- A Staff Member may apply to extend their parental leave for up to an additional 52 weeks unpaid leave.

Paid Parental leave entitlement

- Subject to 12 months continuous service prior to commencement of parental leave:
 - "Non casual" Staff Members are entitled to paid parental leave;
 - Part-time Staff Members are entitled to paid parental leave proportionate to hours worked.
 - A birth mother is entitled to up to 26 weeks paid parental leave in association to the birth of her child,
 - A Staff Member who is either a Partner or Immediate Family or Member of Household is entitled to up to 14 weeks of paid parental leave in association with the birth of a child.
 - Subject to the Staff Member being the child's Primary Caregiver for the duration of the leave
 - A Staff Member is entitled to up to 26 weeks of paid parental leave in association with the placement for adoption with the Staff Member of a child, aged 5 years or younger.
 - Subject to the Staff Member being the child's Primary Caregiver for the duration of the leave
- Paid parental leave will count as Continuous Service.
 - Where a Staff Member has taken all or part of their paid parental leave on half pay, the period of leave that counts as Continuous Service will be the equivalent time value of the leave at Full Pay.
- A Staff Member may use Accrued Annual Leave or LSL at the conclusion of paid parental leave, provided that the total duration of the leave absence does not exceed 52 weeks.
- After completion of at least 18 weeks of paid Parental Leave on full or half pay, a Staff Member may return to work, and use the equivalent of the remaining paid parental leave hours to supplement their salary.
- If a Staff Member's pregnancy results in other than the live birth of child, or the child dies, during the period of paid parental leave, the entitlement to paid parental leave will continue.

Parental Leave for Partners (Non-Primary Caregiver)

- A Staff Member is entitled to 112.5 hours (15 days) or hours proportionate, paid parental leave to be taken in a single continuous period at the time of birth of a child to their Partner, or the placement of a child for adoption with the Staff Member, or the Staff Member's Partner, where the Staff Member is not the Primary Caregiver.
- A Staff Member is entitled to request up to 5 weeks unpaid parental leave which, if approved, is to be taken concurrently with any paid parental leave granted.

Personal Leave Prior to Parental Leave

- Prior to the commencement of parental leave, a Staff Member may access Personal for the following purposes:
 - In the case of a pregnant Staff Member;
 - To attend antenatal appointments with a registered medical practitioner or health care service; or
 - In relation to illness or pregnancy-related medical issues or procedures.
 - In the case of an adoptive parent, to attend compulsory interviews and other essential appointments related to the placement for adoption.
- Where a Staff Member's Personal Leave entitlement has been exhausted and they require leave for the purposes prescribed above, the Staff Member is entitled to up to 15 hours (2 days) paid leave.

Transfer to a Safe Job

- If a pregnant Staff Member is fit for work, but illness or risks arising out of pregnancy or hazards connected with the work assigned to the Staff Member make it inadvisable for her to continue in her current position:
 - The duties of the position will be modified; or
 - The Staff Member will be transferred to a safe position at the same classification level; or
 - The Staff Member will receive leave on Full Pay; for the duration of the risk period and in accordance with legislation.

Return to Work after Parental Leave

- Upon return to work after parental leave, a Staff Member is entitled to:
 - Return to the Staff Member's pre-parental leave position.
 - A Staff Member may return to work on a Part-time basis for a defined period, or graduate their return to their usual hours of work.
- The University is committed to being a family-friendly workplace and will endeavour to give flexibility in work hours and in child-feeding break periods.
- A Staff Member with parental responsibilities will, in the first 12 months of returning from parental leave, be entitled to paid leave of up to 1 hour per day for childcare assistance, or any greater period.