

Pregnancy and Maternity- Related Discrimination and Disadvantage

First findings: Surveys of Employers and Mothers

This report was prepared by IFF Research on behalf of the Department for Business, Innovation and Skills and the Equality and Human Rights Commission.

About IFF Research

IFF Research Ltd is an independent research agency specialising in research in the fields of learning and skills, employment and welfare, equality and diversity, enterprise and health and wellbeing. Established in 1965, IFF provides research for a range of clients across the public and private sectors.

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Executive Summary

The Department for Business, Innovation and Skills (BIS) and the Equality and Human Rights Commission (EHRC) commissioned a programme of research to investigate the prevalence and nature of pregnancy discrimination and disadvantage in the workplace. The results in this report are based on interviews with 3,034 employers and 3,254 mothers. The two surveys cover the views and experiences of employers and mothers on a range of issues related to managing pregnancy, maternity leave and mothers returning to work.

The survey findings are based on employer's and mothers' perceptions and in the case of mothers, their view of whether their treatment was because of pregnancy and/or maternity leave. This treatment does not necessarily fall under the legal definition of discrimination. Only an employment tribunal can determine whether unlawful discrimination or unfair dismissal has occurred.

Main findings

The majority of employers reported that it was in their interests to support pregnant women and those on maternity leave and they agreed that statutory rights relating to pregnancy and maternity are reasonable and easy to implement. However, the research found that:

- Around one in nine mothers (11%) reported that they were either dismissed; made compulsorily redundant, where others in their workplace were not; or treated so poorly they felt they had to leave their job; if scaled up to the general population this could mean as many as 54,000 mothers a year
- One in five mothers said they had experienced harassment or negative comments related to pregnancy or flexible working from their employer and / or colleagues; if scaled up to the general population this could mean as many as 100,000 mothers a year
- 10% of mothers said their employer discouraged them from attending antenatal appointments; if scaled up to the general population this could mean as many as 53,000 mothers a year.

Recruitment

Most employers (70%) said they felt that women should declare upfront if they are pregnant during recruitment. A small minority of mothers (3%) had attended job interviews while pregnant and most of these had informed the employer that they were pregnant or felt it was obvious. Around half (51%) of those who attended an interview when pregnant were successful in finding a job, as were three quarters who attended an interview after the birth of their baby.

An employer is legally required when making recruitment decisions not to treat a woman unfavourably because she is pregnant, or might become pregnant. If an employer asks an applicant questions about pregnancy or her plans to start a family, and she is not appointed to a post, an employment tribunal may conclude that discrimination has occurred. Not all employers agreed that avoiding asking women questions about pregnancy and their plans to have children was reasonable; one in four employers thought it was reasonable to ask women about this.

Providing support during pregnancy

Most employers expressed willingness to support pregnant women and new mothers. More than four in five employers (84%) felt it was in the interests of their business to support pregnant women and those on maternity leave and that pregnant women were as committed to work as other members of the team (80%). Most commonly, employers thought it was important to provide support because it increased staff retention.

From the employee perspective, most mothers said they felt supported by their employer. Four in five mothers said their needs while they were pregnant were supported willingly and three in four of those returning to work said their needs as a new mother were supported willingly.

However, one in three felt unsupported by their employer at some point while pregnant or returning to work. Furthermore:

- Nearly three in 10 said they were not allowed the flexibility they had requested during pregnancy; in term of hours (29%), start times (24%) or additional breaks (28%)
- Around one in 12 felt they were treated with less respect by a line manager (8%); or, felt their employer was not happy about them taking maternity leave (8%)
- One in nine did not feel equally valued by their employer more generally (11%); or said they were treated less favourably in some other way by their line manager as a result of pregnancy (12%)
- More than one in 20 (7%) said they were put under pressure to hand in their notice.

Mothers felt they experienced several forms of unfavourable treatment during pregnancy. One in seven mothers said they were given unsuitable work or workloads (15%) and a similar proportion (14%) said they were encouraged to take time off or were signed off before they felt ready. One in nine (11%) mothers reported being encouraged to start maternity leave earlier than they wanted to. One in 10 said they were discouraged from attending antenatal appointments.

Mothers aged under 25; single mothers; those working in caring, leisure and other service occupations; and, those with a long-term health condition were most likely to feel they experienced unfavourable treatment in pregnancy.

Health and risks

Nearly all employers (98%) undertook health and safety risk assessments for all workers. It was common for these to identify risks for pregnant mothers or those returning from maternity leave. Two in three (66%) employers that had recent experience (in past three years) of pregnant employees or mothers returning from maternity leave had identified specific risks for these mothers.

Around half of employers with a recent pregnancy (53%) in their workplace had changed the duties of pregnant women as a result of risks they had identified. As had one in nine who had mothers return to work following maternity leave (11%). The proportion of employers who changed the duties of pregnant women and those on maternity leave varied significantly by sector. Changes were most common in the hotels and restaurants sector (77%) and least common in the finance sector (9%).

Six in 10 mothers (62%) said their employer initiated discussions about potential risks arising from their pregnancy; half of all mothers (49%) were informed by their employer of risks to them or their baby. However, almost one in five mothers (19%) said they identified risks their employer did not.

Communication while on maternity leave

Employer contact with mothers on maternity leave varied a lot by type of employer. Large employers were more likely to have used Keep In Touch (KIT) days and were more likely to have had other formal or informal contact with mothers on maternity leave. Small private sector employers were the least likely.

Just under half of mothers (45%) reported a problem with employer contact while on maternity leave. The most common problem was mothers reporting too little contact from their employer; one in four mothers (26%) said this was the case.

Employers' concerns that employees may misinterpret their intentions prevented some employers making more contact. Three in 10 employers (29%) said they were concerned that contacting mothers on maternity leave could cause new mothers to feel under pressure to return to work sooner than they wanted to.

Managing statutory rights

The majority of employers were positive about managing most of the statutory rights relating to pregnancy and maternity. For each statutory right, more than half of employers felt it was reasonable and easy to facilitate. However it was less common for employers to be positive about all statutory rights. Just under a third (32%) of employers said all statutory rights relating to pregnancy and maternity were reasonable. A quarter said all were easy to facilitate.

Some employers reported that particular statutory rights were unreasonable or difficult to manage:

- Around three in 10 (28%) said that enhanced protection from redundancy during Ordinary Maternity Leave was unreasonable and 13% said it was difficult to facilitate
- A quarter (26%) said it was difficult to manage the uncertainty about whether mothers on maternity leave will return to work
- A quarter felt accumulation of annual leave during maternity leave was unreasonable and one in five (19%) said it was difficult to facilitate
- One in five (18%) said that arranging and managing maternity cover was difficult to manage
- Around one in eight (13%) said Additional Maternity Leave was unreasonable and one in six (16%) said it was difficult to facilitate.

Loss of employment while pregnant or on maternity leave

One in 17 mothers (6%) were initially made redundant, of these around a quarter (27%) were offered an alternative position at a higher (4%) or the same (23%) level and a quarter (26%) had taken voluntary redundancy. One in three (29%) who were made compulsorily redundant and were not offered an alternative position at the same or a higher level said that other employees were made redundant during the same period.

One in five (18%) of those made redundant (1% of all mothers) were made compulsorily redundant, were not offered an alternative position at the same or a higher level and did not report other employees being made redundant in the same period.

A further 1% of mothers were dismissed and around one in 10 (9%) reported that they felt so poorly treated that they felt they had to leave. This equates to one in nine mothers (11%) losing their job after telling their employer that they were pregnant or while on maternity leave.

Returning to work

One in 10 mothers (9%) said that they were treated worse by their employer on their return to work than they were before pregnancy. Mothers who felt that they were treated worse on their return to work were more likely to be earning £30,000 a year or more (12%). One in 20 mothers said they received a reduction in salary or bonus upon their return to work.

Flexible working

Employers said that they generally try to accommodate flexible working requests from pregnant women or those returning from maternity leave. Nearly six in 10 (58%) employers with a recent pregnancy in their workplace had received requests for flexible working from pregnant women or those on or returning from maternity leave. The majority of employers said they granted all the requests they had received (84%). Nearly seven in 10 (68%) mothers said they had made a request for one or more type of flexible working.

However, half the mothers who had their flexible working request approved said they experienced unfavourable treatment as a result:

- One third (32%) said they felt uncomfortable asking for time off or additional flexibility
- Around one third (29%) said they were given fewer opportunities than other colleagues at the same level
- Around one in six said they received negative comments from colleagues (16%); were given more 'junior' tasks than previously (15%); or, felt their opinion was less valued (16%).

Almost two in five mothers (38%) said they would have liked to work more flexibly, but did not ask to do so because they were concerned it would not be approved or that it would result in negative consequences.

Harassment

One in five mothers reported experiencing harassment or negative comments, either relating to their pregnancy or on their return to work from their employer or colleagues.

- One in seven (15%) said they experienced humiliating, belittling or offensive treatment related to their pregnancy
- Around one in 10 (9%) said that they received negative comments from their employer or colleagues as a result of flexible working requests being approved.

Raising complaints

5% of employers had received either a formal complaint and/or had informal discussions with employees related to pregnancy or maternity-related discrimination in the last three years.

In contrast, just over one in five mothers (22%) said they raised issues either formally or informally about problems they experienced with their employer while pregnant; on maternity leave; or, upon return to work.

1 Introduction

1.1 Background

Pregnancy and maternity is a protected characteristic under the Equality Act 2010. The legislation prohibits discrimination because of pregnancy and maternity, including treating a woman less favourably because she is breastfeeding. Instances of unlawful discrimination could include a female employee being dismissed or made redundant; refused promotion; denied the right to return to the same job or having some of her responsibilities taken away because of her pregnancy or maternity leave. It could be sex discrimination if a woman was treated less favourably because she is breastfeeding or if she was harassed because she was pregnant, on maternity leave or because of her return from maternity leave.

In addition Regulation 10 of the Maternity and Parental Leave Regulations 1999 requires that when a woman faces redundancy during her maternity leave, if there is a suitable alternative job it must be offered to her. Failure to do so could be automatic unfair dismissal and also discriminatory.

There have been significant changes in the regulation of family-friendly working arrangements over the last decade, which also have had an impact on workplace management of pregnancy and maternity. These include the Work and Families Act (2006) which introduced 52 weeks maternity leave for all employees and Keeping in Touch Days; changes to the rules governing carers requests for flexible working (2007); the Additional Paternity Leave Regulations (2010) and the Children and Families Act (2014), which extended the right to request flexible working to all employees. Despite the legislation, there is some evidence that women still experience discrimination because of pregnancy or maternity; that some employers may not fully understand their obligations towards pregnant women, those on maternity leave, or those returning from maternity leave; and, that employees may not be fully aware of their rights or able to secure access to redress.

The last comprehensive study on these issues was undertaken in 2005, when the Equal Opportunities Commission conducted a formal investigation into discrimination against new and expectant mothers in the workplace¹. This looked at 'any potential disadvantage at work caused wholly or partly by pregnancy, or by taking maternity leave'.

¹ EOC, Greater expectations – final report of the EOC's investigation into discrimination against new and expectant mothers in the workplace, June 2005: www.equalityhumanrights.com/worksforme

The investigation generated an estimate that, per year, almost half (45%) of the 440,000 pregnant women in Great Britain experienced some form of disadvantage at work, simply for being pregnant or taking maternity leave. It is also estimated that 30,000 (7%) lost their jobs. This figure includes voluntary redundancy; those who were offered an alternative position; and, those made redundant as part of a wider round of redundancies at mother's workplace. The investigation established that the principal reasons for employers not complying with the law on pregnancy and maternity included their lack of knowledge or understanding of maternity rights, the costs of and difficulties planning work when managing employees who were pregnant or on maternity leave and negative attitudes (albeit amongst a minority).

More recent surveys suggested that mothers and those who are pregnant still experience some unfair treatment, but did not explore the scale, causes, and whom it affects². Other surveys looked at employers' awareness of maternity rights, but did not indicate where awareness is low and why³.

In light of these evidence gaps, BIS and EHRC commissioned IFF Research to research employer and employee experiences in relation to the management of pregnancy and maternity in the workplace. The research provides a robust evidence base on the current scale and nature of potentially discriminatory activity experienced by pregnant women and new mothers and on employer attitudes and approaches to pregnancy and maternity, and challenges they face managing these.

1.2 Research objectives

The primary aims and objectives of the research are to explore:

- Type, incidence and experience of potential pregnancy and maternity-related discrimination and disadvantage in Great Britain
- Characteristics of women who experience possible discrimination
- Availability and effectiveness of advice and support
- Experiences of women who raise complaints or attempt to enforce their legal rights
- Employer awareness and attitudes to their legal rights and responsibilities
- Employer attitudes towards recruiting and managing women of childbearing age, pregnant women, those on maternity leave and women with children
- Availability of advice and support for employers, (particularly small and medium-sized enterprises)

² BIS, DWP, NatCen, 'Maternity and Paternity Rights Survey and Women Returners Survey 2009/10', https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/214367/rrep777.pdf

³ Third Work-life Balance Surveys of Employers, BIS, December 2007; Fourth Work-life Balance Survey of Employers, BIS, February 2015.

- Why some employers may possibly discriminate and others are successful in promoting good practice
- The demand among mothers to breastfeed or express milk in the workplace;
- Employer attitudes, policies and practices in relation to breastfeeding in the workplace.

The results in this report are based on interviews with 3,034 employers and 3,254 mothers. A final research report providing full details of the survey results and complementary qualitative research is planned for autumn 2015.

The technical appendix sets out the methodology used for both surveys and explains reporting conventions and interpretation.

2 Employers' and mothers' experiences of the management of pregnancy, maternity and mothers return to work

This chapter explores both employers' and mothers' views and experiences of pregnancy and maternity in the workplace. Specifically, it looks at:

- How employers manage statutory rights and issues relating to pregnancy and maternity
- Mothers' experiences of possible unfavourable treatment by their employer and other colleagues.

The chapter takes each of the three key stages of pregnancy, maternity leave, and return to work in turn. It ends with a section looking at general issues that were relevant across these three stages.

2.1 Summary

The majority of employers were positive about managing most of the statutory rights relating to pregnancy and maternity. For each statutory right, more than half of employers felt it was reasonable and easy to facilitate. Just under a third (32%) of employers said all statutory rights relating to pregnancy and maternity were reasonable. A quarter said all were easy to facilitate.

Areas employers found more difficult were:

- Enhanced protection from redundancy during Ordinary Maternity Leave (28% believed this was unreasonable and 13% difficult to implement)
- Accumulation of annual leave during maternity leave (25% felt this was unreasonable, and 19% difficult to facilitate)
- Uncertainty of whether those on maternity leave will return to work (26% felt this was difficult to manage)
- Additional Maternity Leave (13% felt this was unreasonable and 16% difficult to implement)
- Arranging and managing maternity cover (18% believed this was difficult to manage).

Smaller and/or private sector employers were the most likely to report difficulties facilitating these rights and were more likely to state some were unreasonable.

It was more common for mothers to experience unfavourable treatment while pregnant than on maternity leave or on return to work. One in seven mothers (15%) said they were given unsuitable work or workloads while pregnant, or encouraged to take time off or sign off on sick before they were ready (14%). One in nine mothers

(11%) felt they were encouraged to start maternity leave early and a similar proportion (10%) felt discouraged from attending antenatal appointments.

Mothers aged under 25; single mothers; and those with a long-term limiting illness were most likely to report unfavourable treatment in pregnancy.

Just under one in 10 (9%) mothers felt they were treated worse by their employer on their return to work (compared with how they had been treated before having their baby); one in 20 reported receiving a reduction in salary or bonus at this stage. Unfavourable treatment on return to work was more likely to be reported among higher earners and mothers aged 40 or over.

One in seven mothers (15%) reported experiencing harassment in the form of humiliating, belittling or offensive treatment related to their pregnancy.

2.2 Pregnancy and maternity statutory rights

A number of statutory legal rights apply to pregnant employees, employees on maternity leave and those returning to work following maternity leave. These are discussed below to provide context for the chapter:

2.1.1 Statutory rights during pregnancy

All pregnant employees have the right to reasonable paid time off to attend antenatal care appointments. Antenatal care covers not only medical examinations related to the pregnancy but also, for example, parent craft classes, if they have been recommended by a doctor or midwife.

2.1.2 Statutory rights while on maternity leave

Statutory leave

All employees can take up to 52 weeks' maternity leave if they are officially employed at their workplace and have given the correct notice period (15 weeks before an employee's due date). This is applicable regardless of how long an employee has been with their employer, how many hours they work or how much they get paid.

The first 26 weeks of statutory leave is known as 'Ordinary Maternity Leave', the last 26 weeks as 'Additional Maternity Leave'. Not all 26 weeks have to be taken by an employee. However, employees must take compulsory maternity leave, which is two weeks immediately after the birth (or four weeks for factory workers).

Statutory pay

All employees are eligible for Statutory Maternity Pay if they:

- Earn on average at least £111 a week
- Give the correct notice
- Are able to prove they are pregnant
- Have worked for their employer continuously for at least 26 weeks up to the 'qualifying week' – the 15th week before the expected week of childbirth.

Statutory Maternity Pay (SMP) is paid for up to 39 weeks. Employees are entitled to:

- 90% of average weekly earnings (before tax) for the first six weeks
- £139.58 (2015/16 rate) or 90% of their average weekly earnings (whichever is lower) for the next 33 weeks.

SMP usually begins when an employee starts their maternity leave. It starts automatically if an employee is off work for a pregnancy-related illness in the four weeks before the week her baby is due unless her employer agrees that she can carry on working.

Enhanced protection from redundancy when on Ordinary Maternity Leave

A female employee can be made redundant while on maternity leave if her position is genuinely redundant, but cannot be selected for automatic redundancy just because she is pregnant or on maternity leave. If an employee's role is made redundant during maternity leave, her employer must offer her any suitable alternative vacancies. The employee on maternity leave must be considered for these vacancies before any other employee and must not be made to apply for any such vacancy or be interviewed for it – it should simply be offered to her. If an employee is made redundant, and qualifies for SMP, she must continue to receive it.

2.1.3 Statutory rights when returning to work following maternity leave

Right to request flexible working

Flexible working describes a type of working arrangement which gives some degree of flexibility on how long, where, when and at what times employees work. The flexibility can be in terms of working time (e.g. part-time, flexitime), working location (such as working from home) or the pattern of working (for example job share). Since April 2003 parents of young and disabled children have had the statutory right to apply to work flexibly. The Children and Families Act 2014 extended this statutory right to all employees. To request flexible working an employee must make an application in writing, setting out their proposal. Employers must consider the request and notify the employee of their decisions with 14 days of the date of a meeting to discuss the request. The notification must set out clear business reasons for any decision taken.

Accrual of annual leave during maternity

While on maternity leave, employees continue to build up their holiday entitlements just as they would if they were absent due to illness. If they cannot take all the leave they are entitled to during a particular year, they can carry it over to the following year.

2.1.4 Protection from unlawful discrimination

Pregnancy and maternity discrimination is unlawful under the Equality Act (2010). Any unfavourable treatment because of pregnancy, pregnancy related sickness or maternity leave is unlawful. Unfavourable treatment because of pregnancy or maternity leave includes:

- Dismissal including redundancy
- Refusing to recruit a woman because she is pregnant or on maternity leave
- Being overlooked for a promotion
- Removal of responsibilities
- Failure to carry out an appraisal
- Failure to make adjustments where necessary to protect pregnant employees or their babies
- Lack of consultation about redundancies, re-organisation or new jobs
- Denial of a bonus because of pregnancy or maternity leave.

It could also be sex discrimination to harass a woman, for example by making unwanted comments about pregnancy which create a hostile, degrading, humiliating or offensive environment for a pregnant employee.

2.3 Employer awareness

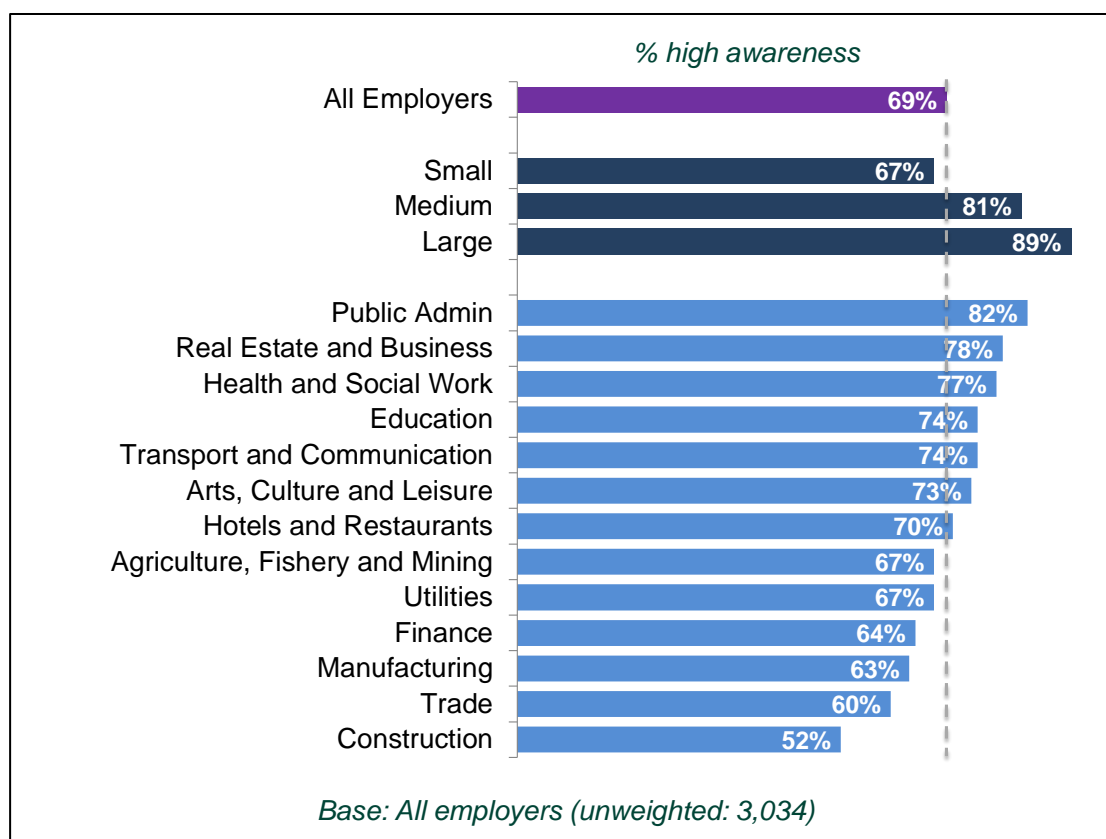
Most employers felt they had a high level of awareness about the rights of pregnant employees. Seven in 10 (69%) felt they had a high level of awareness (Figure 2.1), and this increased with size of workplace.

Awareness was particularly high in the public sector (83% compared to 68% of private and 67% of third sector employers) and in workplaces with union recognition (79% vs. 67% without).

However three in 10 employers (31%) reported low awareness; described awareness as 'neither high nor low'; or, were unsure.

Self-reported awareness of pregnant women's statutory rights varied by industry sector (Figure 2.1). Those in public administration (regulation of the activities of providing health care, education, cultural services, other social services and provision of services to the community as a whole) reported having the highest level of awareness; 82% said they had high awareness, while construction (52%) and trade (60%) employers reported having the lowest awareness.

Figure 2.1: Employers' perspective: self-reported awareness of the statutory rights of pregnant employees by size and sector



2.4 Employers' views on protection from unfavourable treatment and time off for antenatal appointments

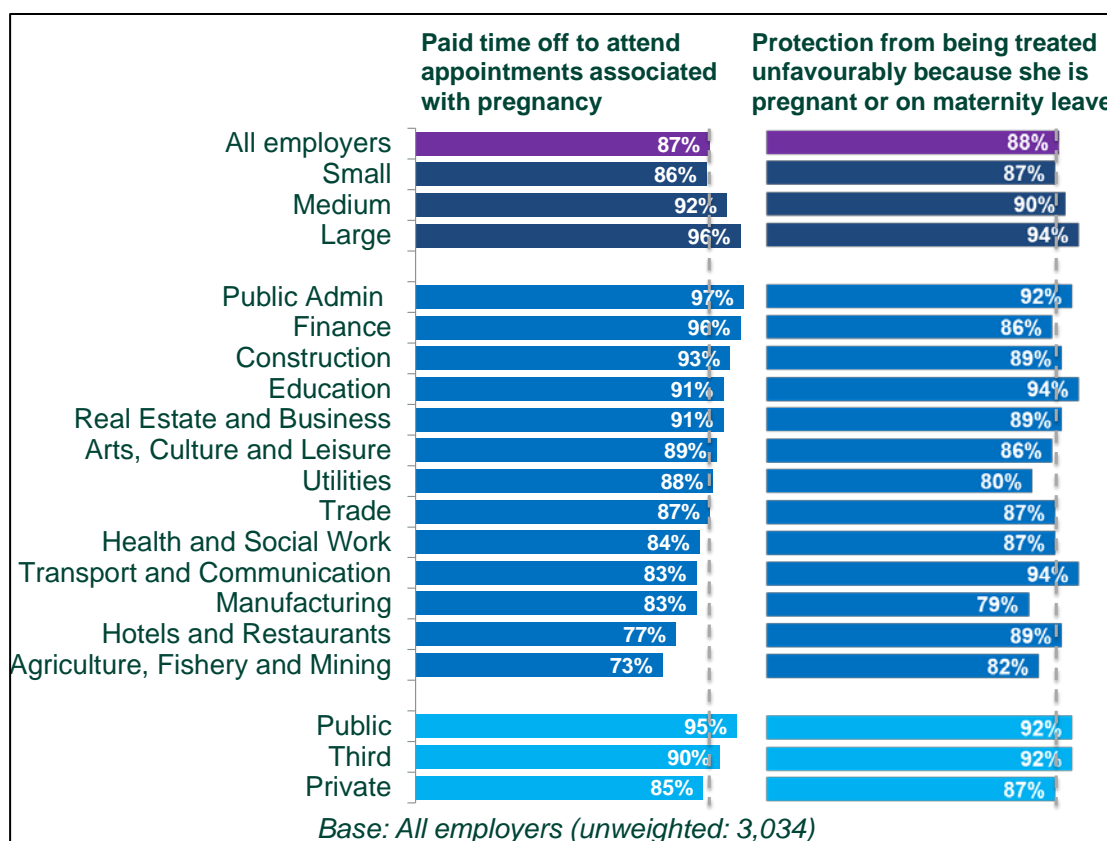
The two statutory rights explored in this section are:

- Protection from being treated unfavourably because a woman is pregnant or on maternity leave
- Paid time off to attend antenatal care appointments.

The section looks at whether employers find these rights reasonable, and whether they find them easy or difficult to facilitate.

Almost nine in 10 employers (88% and 87% respectively) felt that these two key statutory rights were reasonable (Figure 2.2 and 2.3). However attitudes towards the right to paid time off to attend antenatal care appointments in particular varied by type of employer, with small employers; those in the private sector; and, those operating in the agriculture, fishery, mining sector and the hotels and restaurants sector least likely to find this right reasonable.

Figure 2.2: Employers' perspective: proportion who find statutory rights relating to pregnancy reasonable



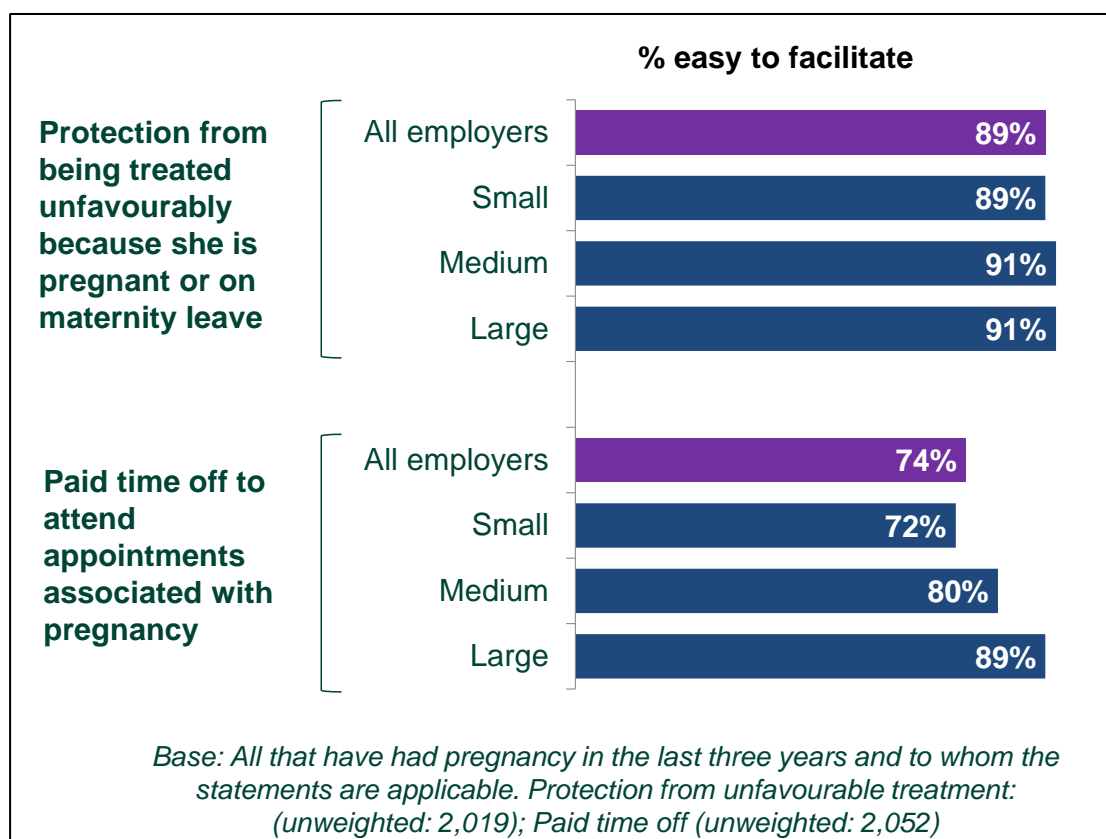
One in 10 employers with recent experience of a pregnancy in their workplace reported that allowing women paid time off to attend antenatal care appointments was difficult to manage. Employers said this was because:

- It adds significant costs to the business (34%)
- Finding short-term, temporary workers to replace them is difficult (27%)
- It puts additional pressure on other staff (11%)
- It is disruptive to administrative and operational aspects of the workplace (7%)
- It is too much time away from work for non-work related reasons (7%).

Only 1% of employers reported finding the right to protection from being treated unfavourably because a woman is pregnant or on maternity leave difficult to facilitate.

Figure 2.3 shows that the proportion of employers that found it easy to facilitate paid time off to attend antenatal appointments increased with size of employer.

Figure 2.3: Employers' perspective: proportion who find statutory rights relating to pregnancy easy to facilitate



2.5 Employers' management of temporary workers

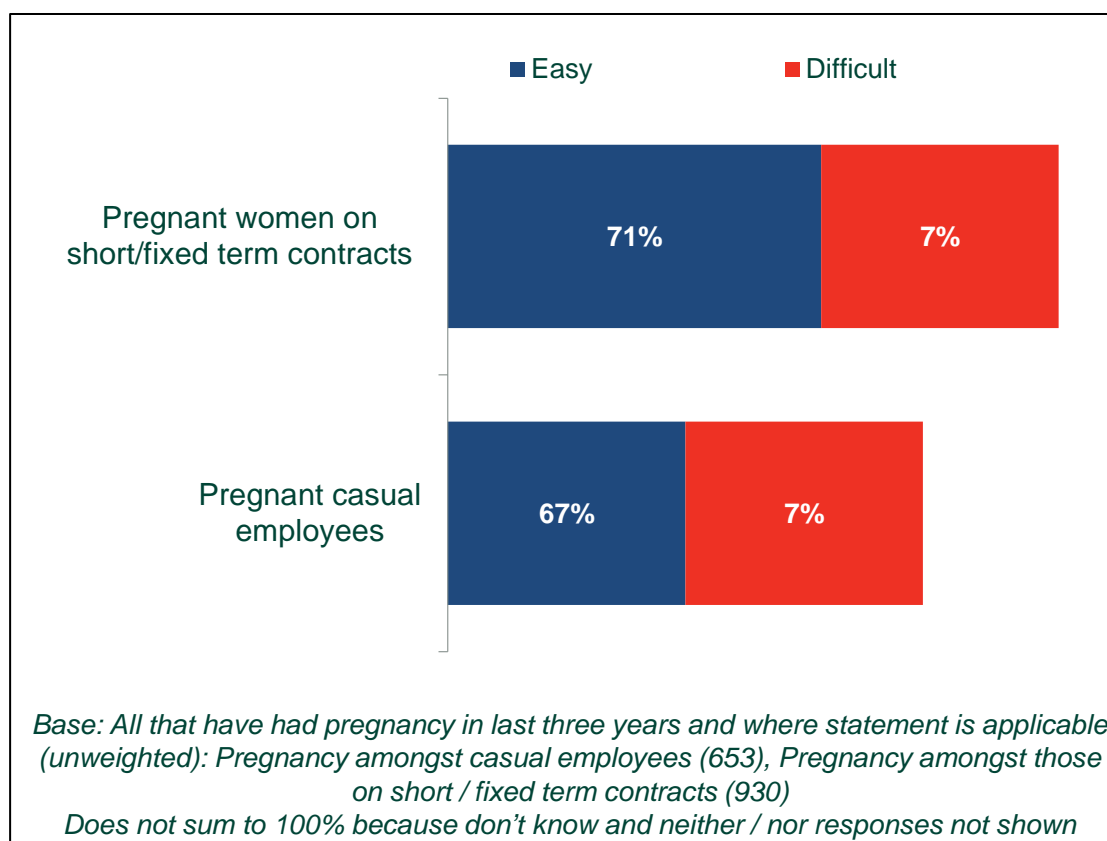
Two issues are explored in this section:

- Managing pregnant women on short/fixed term contracts
- Managing pregnant casual workers.

Most employers said each of these were easy to manage (Figure 2.4).

Around seven in 10 employers found managing pregnancy of temporary workers easy. 71% found managing pregnant women on short or fixed term contracts easy and 67% found managing pregnant casual employees easy. The main reason cited was the ease of finding replacement staff (24%).

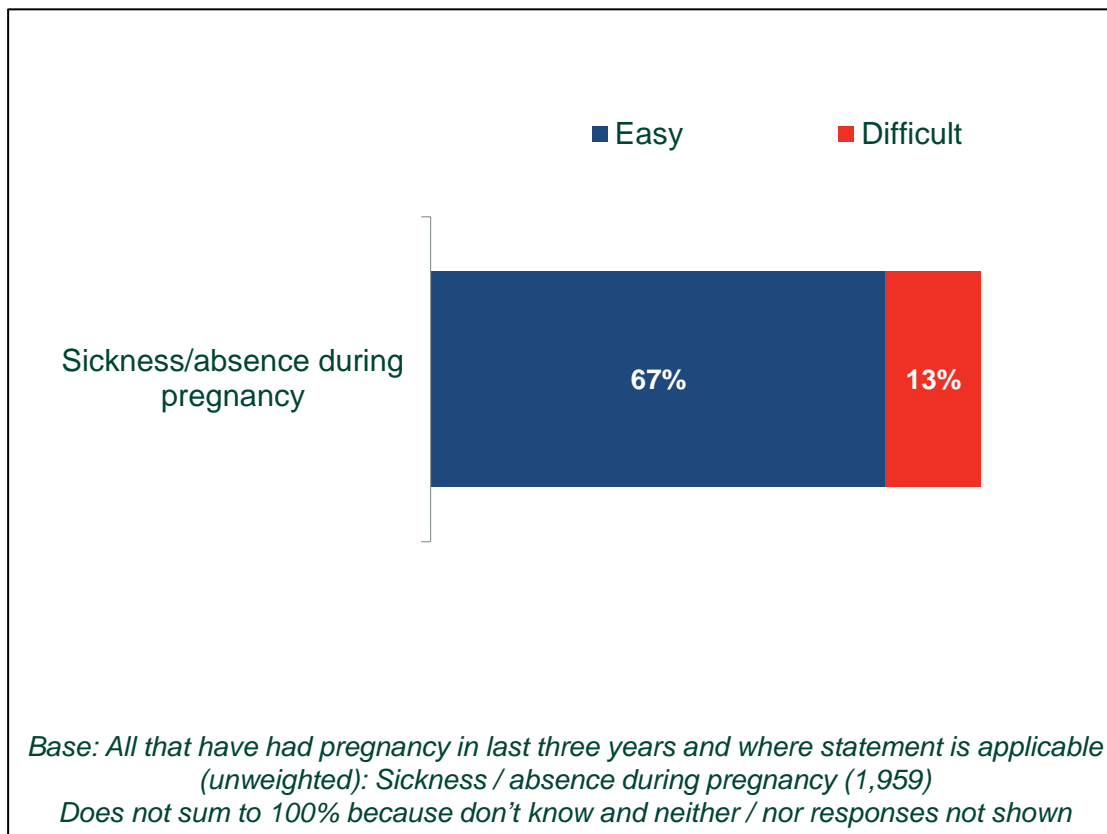
Figure 2.4: Employers' perspective: ease of managing issues relating to pregnant temporary workers



2.6 Employers' management of sickness absence

One in eight said they found dealing with sickness or absence in pregnancy difficult (13%). This was most difficult for employers in the manufacturing (22%) and health and social work (19%) sectors.

Figure 2.5: Employers' perspective: ease of managing issues relating to sickness/absence during pregnancy



2.7 Employers' attitudes towards pregnancy in the workplace

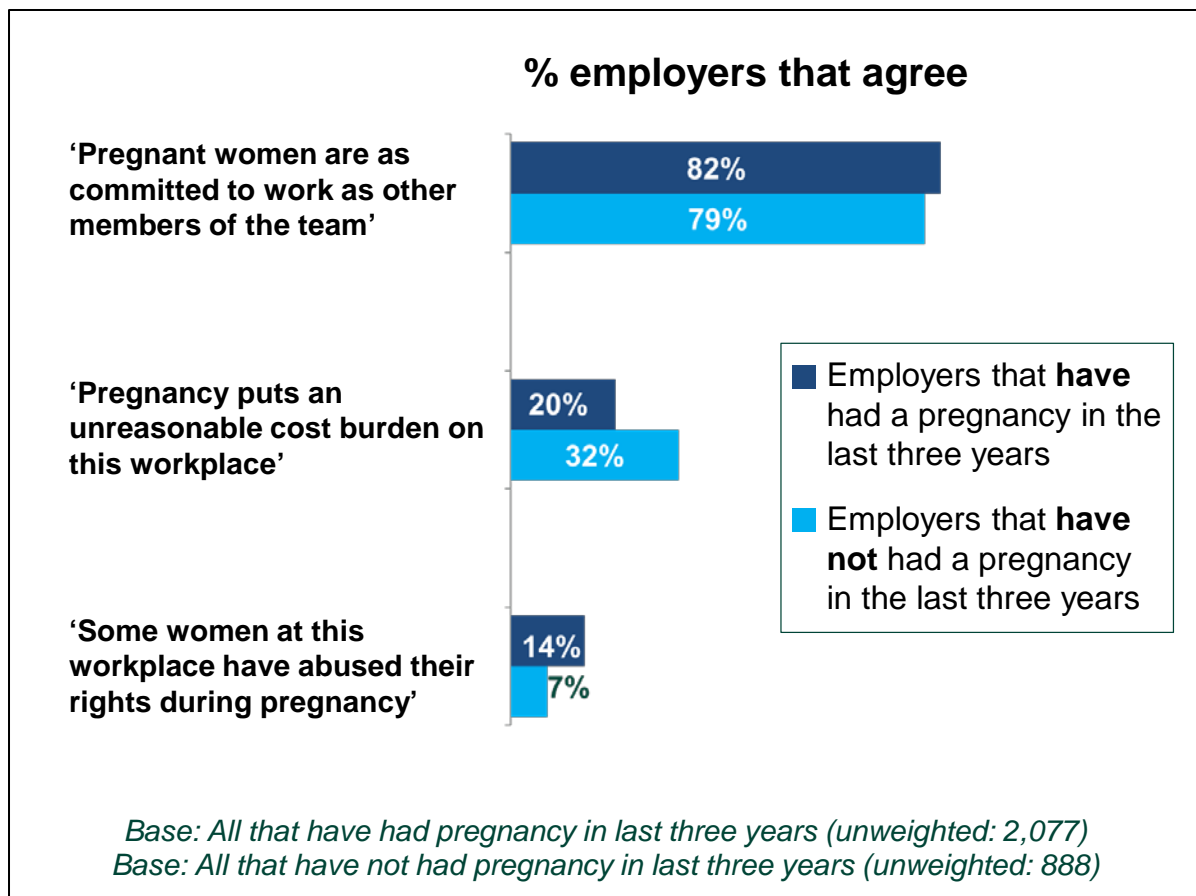
Employers were asked about their attitudes towards a number of statements addressing:

- The commitment of pregnant women compared with other members of the team
- Whether they felt pregnant women abused their rights
- Whether pregnancy puts an unreasonable cost burden on the business.

Employers with recent experience (in past three years) of a pregnancy at the workplace were generally positive (see Figure 2.6). However one in five felt that pregnancy put an unreasonable cost burden on their workplace and one in seven (14%) thought that women had abused their rights during pregnancy. Employers that did not have recent experience of a pregnancy at the workplace were more likely to feel the cost burden was unreasonable.

Small employers were more likely to feel that the cost to the business of pregnancy was unreasonable (22% compared with 16% medium and 9% large).

Figure 2.6: Employers' perspective: perception of pregnant women in the workplace



2.8 Mothers' experiences of unfavourable treatment during pregnancy

Mothers were asked whether they encountered a range of negative experiences during pregnancy, each of which could amount to unlawful pregnancy and maternity discrimination. Figure 2.7 shows the proportion of all mothers experiencing each type of unfavourable treatment.

Mothers were more likely to report unfavourable treatment during pregnancy than during maternity leave or on return to work.

Around one in seven mothers said they were:

- Given unsuitable work or workloads during pregnancy (15%)
- Encouraged to take time off or signed off on sick leave before they felt ready to start maternity leave (14%).

One in 10 reported that they were:

- Encouraged to start their maternity leave earlier than they would have liked (11%);
- Discouraged from attending antenatal appointments (10%) If scaled up to the general population this could mean as many as 53,000 mothers a year.

And around one in 20 said that they:

- Failed to gain a deserved promotion or side-lined in another way (5%)
- Were unfairly criticised or disciplined (5%)
- Were denied access to training (4%)
- Had hours or shift pattern changed against wishes (3%).

Figure 2.7: Mothers' perspective: unfavourable treatment during pregnancy



Mothers who worked in caring, leisure or other service occupations; mothers aged under 25; and, those with a long-term physical or mental health condition were more likely to report unfavourable treatment during pregnancy.

Around one in five mothers who worked in caring, leisure or other service occupations said they were:

- Given unsuitable workloads (25%)
- Encouraged to take time off or signed off on sick leave before they were ready to start maternity leave (21%)
- Encouraged to start maternity leave earlier than they would have liked (16%)
- Discouraged from attending antenatal appointments (16%).

Around one in five mothers aged under 25 reported being:

- Given unsuitable workloads (21%)
- Encouraged to take time off or signed off early (20%)
- Encouraged to start maternity leave early (17%)
- Discouraged from attending antenatal appointments (15%).

And among mothers with a long-term physical or mental health condition:

- One in four said they were given unsuitable workloads (24%) or were encouraged to take time off or signed off early (24%)
- One in seven reported being unfairly criticised or disciplined (13%).

2.9 The statutory rights of mothers on maternity leave

This section covers:

- Employers' attitudes towards the statutory rights of mothers on maternity leave and difficulties they face in managing maternity leave
- Average length of maternity leave and mothers' experiences of possible unfavourable treatment by employers at this time.

Communication between employers and mothers on maternity leave is mentioned briefly in this section but is covered in detail in Chapter 6.

2.10 Employer attitudes

Employers were asked about their views on whether the following were reasonable and easy to facilitate:

- Ordinary Maternity Leave (OML)
- Additional Maternity Leave (AML)
- Maternity pay
- Enhanced protection from redundancy during Ordinary Maternity Leave.

The majority of employers felt that OML, AML and maternity pay were reasonable (see Figure 2.8). However, around three in 10 (28%) thought enhanced protection from redundancy during OML was unreasonable. This view was more common

among private sector employers (29%) than public sector employers (21%).

Figure 2.8: Employers' perspective: whether statutory rights relating to maternity leave are reasonable and easy to facilitate

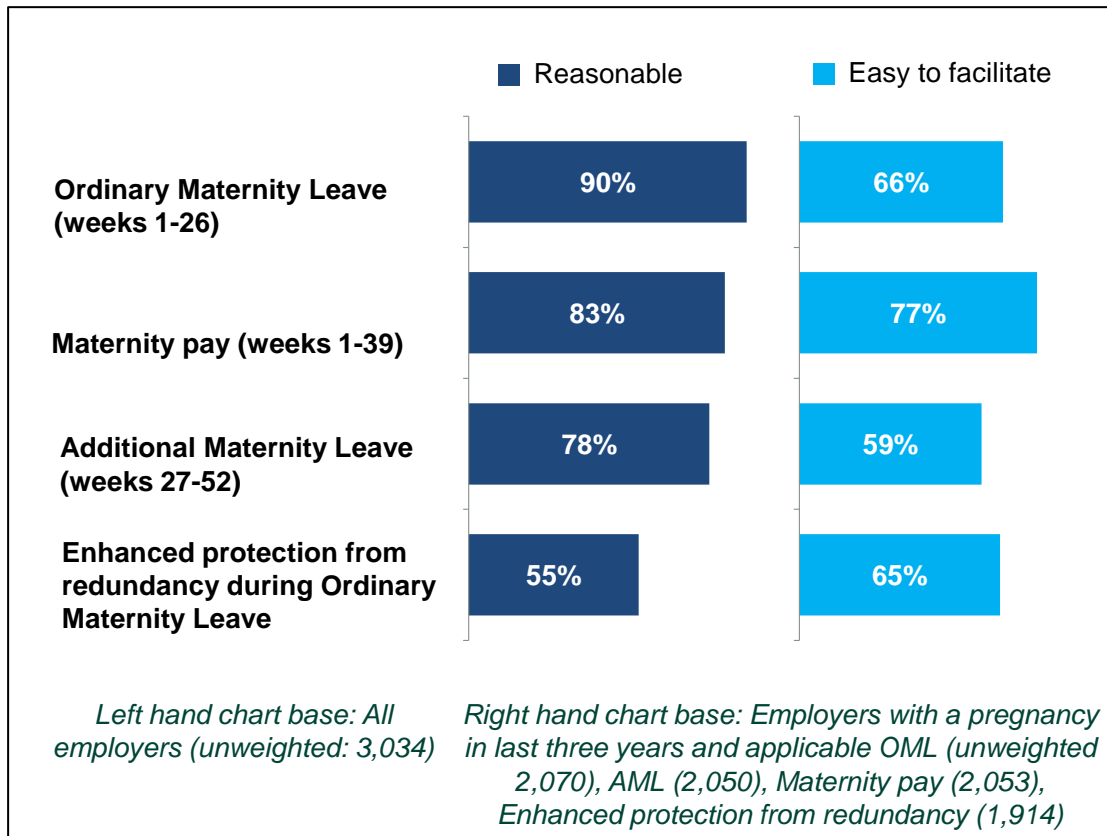
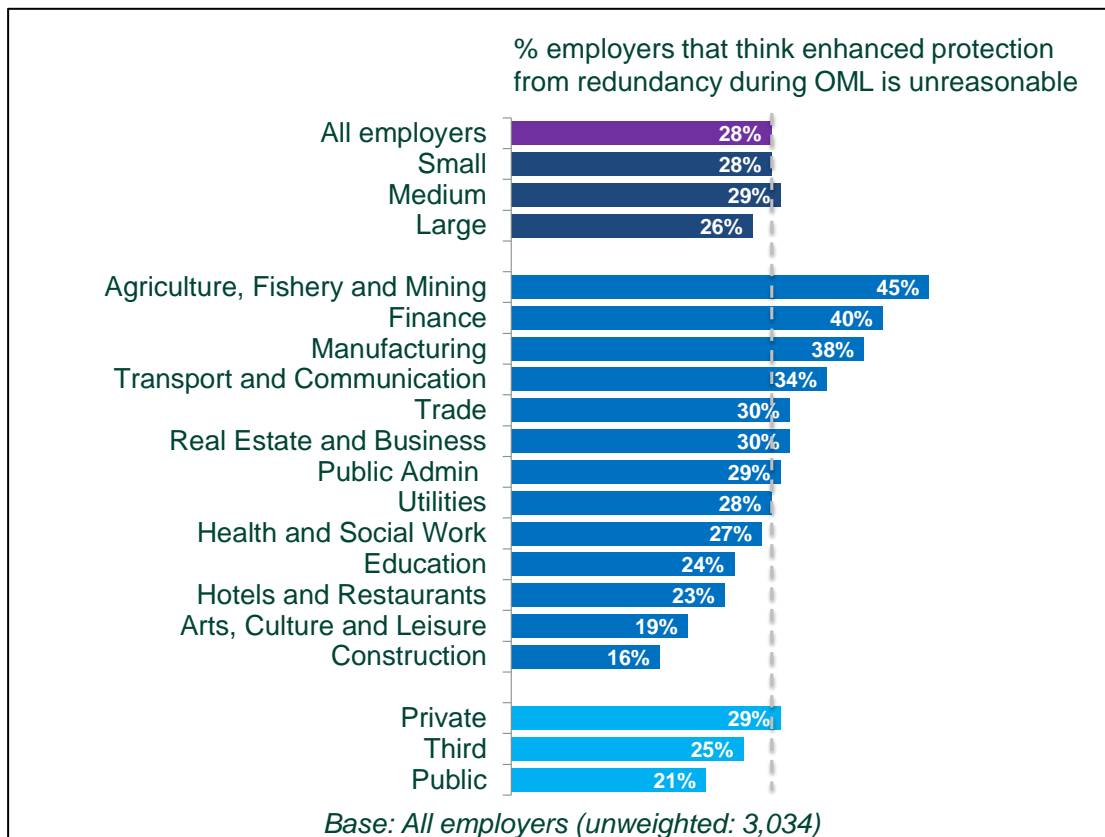


Figure 2.9 shows how this view differs by employer size and sector. Close to half of employers in agriculture, fishery and mining (45%) found this right unreasonable.

Figure 2.9: Employers' perspective: proportion who think enhanced protection from redundancy during ordinary maternity leave is unreasonable by size and sector



Around three in four employers (77%) said they found maternity pay easy to facilitate. Fewer employers found maternity leave easy to facilitate; and AML less so (59%) than OML (66%).

Around one in six (16%) employers found AML difficult to facilitate, with the main reasons being the difficulty of finding suitably skilled temporary workers (24%) or short-term temporary workers (22%) or to cover absent mothers. Other reasons included:

- AML adds significant costs to the business (17%)
- Small businesses lack the resources to cope (16%)
- The uncertainty over whether the employee will return (14%).

Small employers were most likely to find AML difficult to facilitate (18% compared with 10% of medium employers and 3% of large). This view was also particularly common in the manufacturing sector (36%).

2.11 Length of maternity leave taken by mothers

Mothers reported an average length of maternity leave of nine to 10 months (44%). Overall one in five mothers (21%) took less than nine months maternity leave and a third took longer than 10 months (34%).

Mothers working in the education sector were most likely to report that they took less than nine months maternity leave (27%) and mothers working in the manufacturing sector were most likely to take more than 10 months of maternity leave (43%). Employers in manufacturing were among those most likely to report difficulties facilitating AML.

In addition, mothers most likely to take maternity leave of over 10 months:

- Earned a salary of over £30,000 a year (46%)
- Worked in large workplaces (46% were employed in workplaces with 250 or more staff)
- Worked in professional or associate professional/technical occupations (42% and 41% respectively), compared with 21% of those in elementary occupations and 22% of those in caring, leisure and other service occupations
- Were over 35 years old (45% 35-39 and 48% 40+).

2.12 Employer management of maternity leave

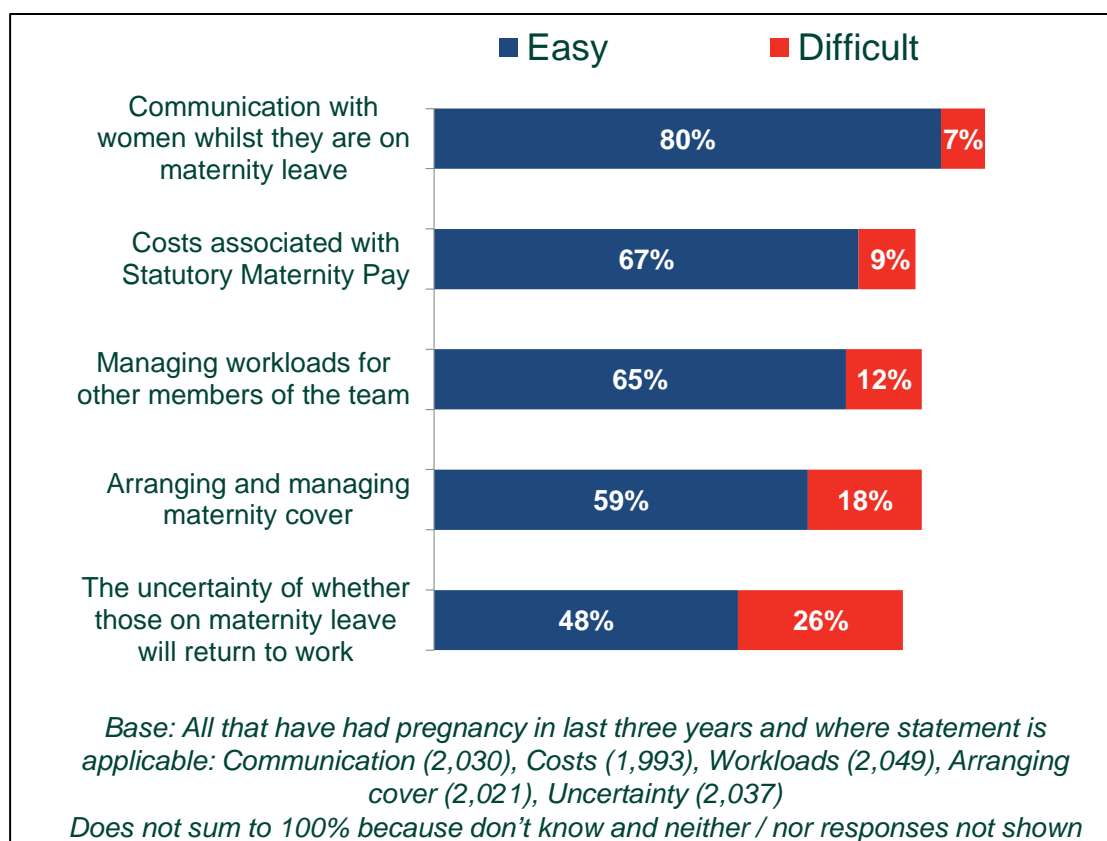
This section explores whether employers found it easy or difficult to manage:

- Communication with mothers while on maternity leave (further detail in Chapter 6)
- Costs associated with maternity pay
- Workloads for others on the team
- Arranging cover for those on maternity leave
- Uncertainty around whether an employee will return to work at the end of their maternity leave.

Employers generally reported communication with mothers on maternity leave as easy to manage (80%). Around two thirds of employers said they found it easy to manage the costs associated with Statutory Maternity Pay (67%) and to manage the workloads of other members of the team (65%).

By comparison, some employers reported that arranging cover for those on maternity leave was more problematic (18% said this was difficult). In addition, around one in four (26%) employers felt that the uncertainty over whether those on maternity leave will return to work was difficult to manage.

Figure 2.10: Employers' perspective: views on ease of managing issues relating to maternity leave



2.13 Mothers' experience of unfavourable treatment during maternity leave

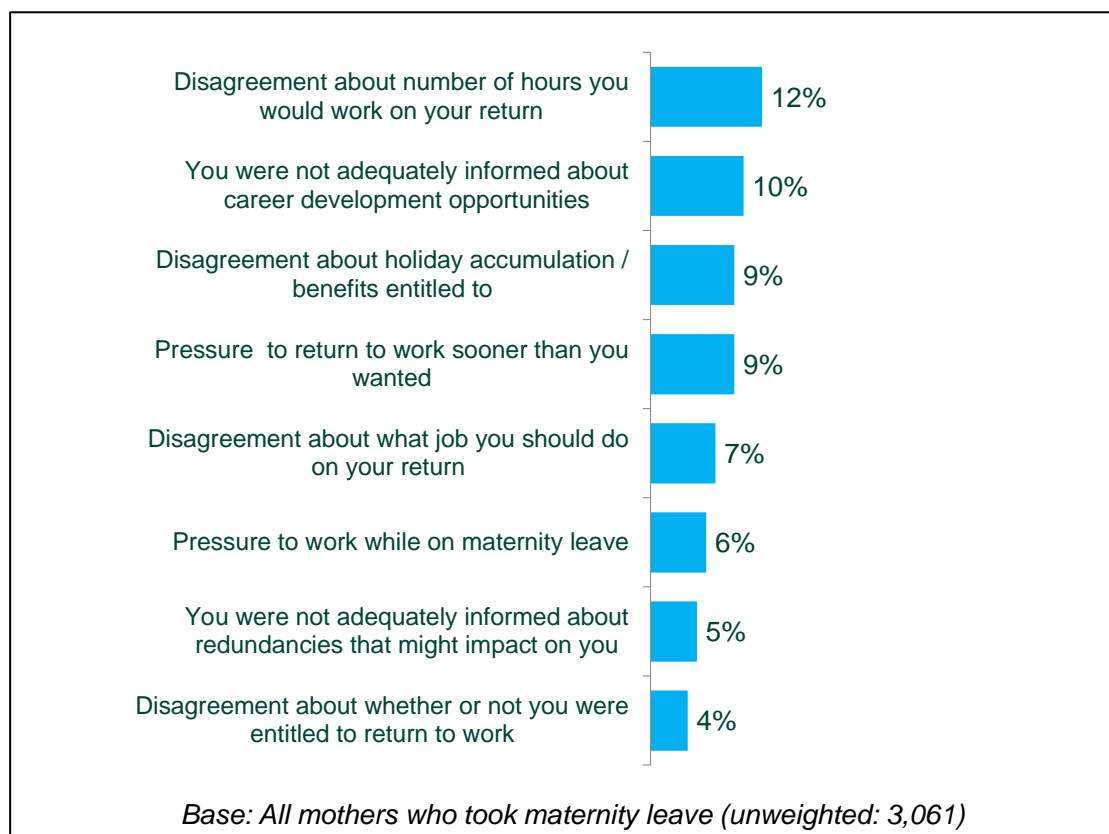
Mothers who took maternity leave were asked whether they had encountered any of the unfavourable experiences shown in Figure 2.11 while on maternity leave.

Some mothers reported disagreement over return to work plans (such as hours, 12%; nature of job, 7%; and, whether or not they were entitled to return at all 4%).

Others reported experiencing pressure to either work on maternity leave (6%) or return to work sooner than they wanted (9%, rising to 17% among those earning £60,000 a year or more).

One in 10 felt they were not adequately informed about career development opportunities while on maternity leave. This increased to 15% of those working in associate professional and technical occupations.

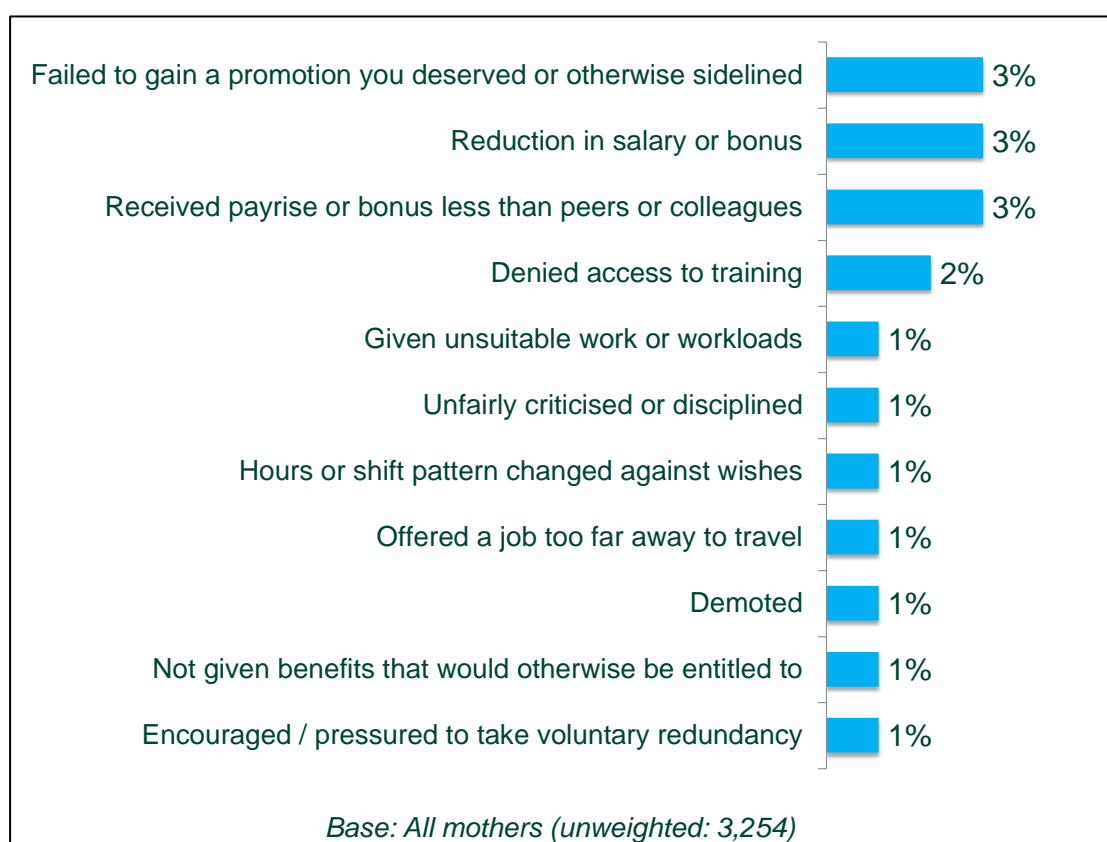
Figure 2.11: Mothers perspective: unfavourable experiences during maternity leave



Some mothers reported further unfavourable treatment during maternity leave. Figure 2.12 illustrates the proportion of mothers that said they had experienced each type of unfavourable treatment. 3% said that they:

- Failed to gain a promotion they believed they deserved, or were otherwise sidelined.
- Had a reduction in their salary or bonus
- Received a pay rise or bonus less than peers or colleagues (this was the only type of unfavourable treatment that was more likely to have happened during maternity leave than during pregnancy or on return to work).

Figure 2.12: Mothers' perspective: unfavourable treatment during maternity leave



Higher earners (mothers paid over £30,000 a year) were the most likely to have reported less favourable experiences in relation to career progression or financial reward while on maternity leave:

- 6% said they failed to gain a promotion they felt they deserved
- 6% said they received a pay rise or bonus that was less than peers
- 5% said they had a reduction in their salary or bonus.

Receiving a pay rise or bonus that was less than peers was also more likely to have been reported by mothers working in the private sector than public (4% compared to 2%).

2.14 The statutory rights of mothers returning to work

This section covers:

- Employers' attitudes towards mothers returning to work and their statutory rights during this period, and difficulties they face managing issues relating to a return to work
- Mothers' experiences of returning to work; whether they returned to the same job; at the same level and salary; and, whether they encountered any unfavourable treatment on their return to work.

2.15 Employer attitudes

The two statutory rights of mothers returning to work from maternity leave explored in this section are:

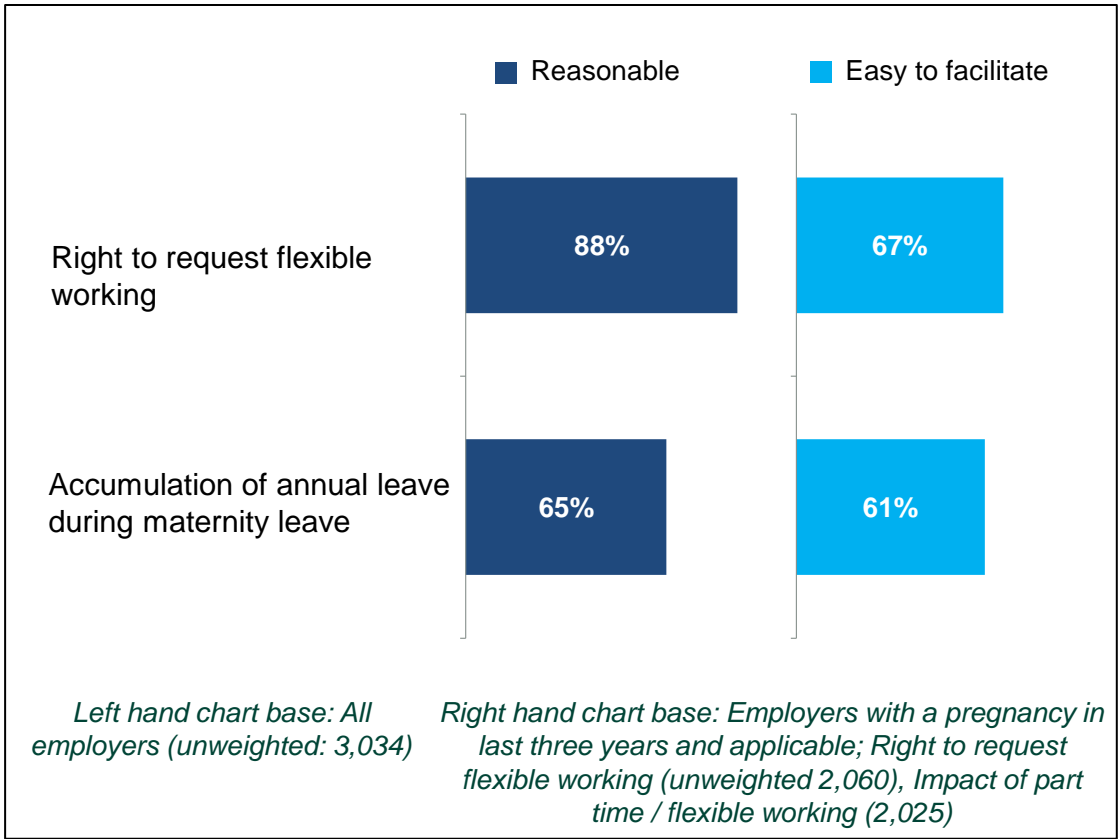
- The right to request flexible working (Chapter 7 provides further detail)
- Accumulation of annual leave during maternity leave.

Almost nine in 10 (88%) employers felt that the right to request flexible working was reasonable. 6% felt this was unreasonable.

Around two-thirds of employers (65%) felt that the accumulation of annual leave during maternity leave was reasonable; a quarter felt it was unreasonable.

Two thirds (67%) of employers found the right to request flexible working easy to facilitate while around three in five employers (61%) found the accumulation of annual leave during maternity leave easy to facilitate (Figure 2.13).

Figure 2.13: Employers’ perspective: attitudes towards statutory rights of mothers returning to work after maternity leave



Large employers (71%) were more likely to feel these rights were reasonable and to find the accumulation of annual leave during maternity easy to facilitate than small employers (60%) and medium (65%) employers. Where accumulation of annual leave during maternity leave was considered difficult to facilitate, this was most often because employers reported that it added significant costs to their business (28%).

2.16 Employers' management of return to work

Almost four in five employers (78%) agreed that mothers returning to work from maternity leave are just as committed to work as other members of the team, with 7% disagreeing. One in 10 neither agreed nor disagreed and 5% did not know.

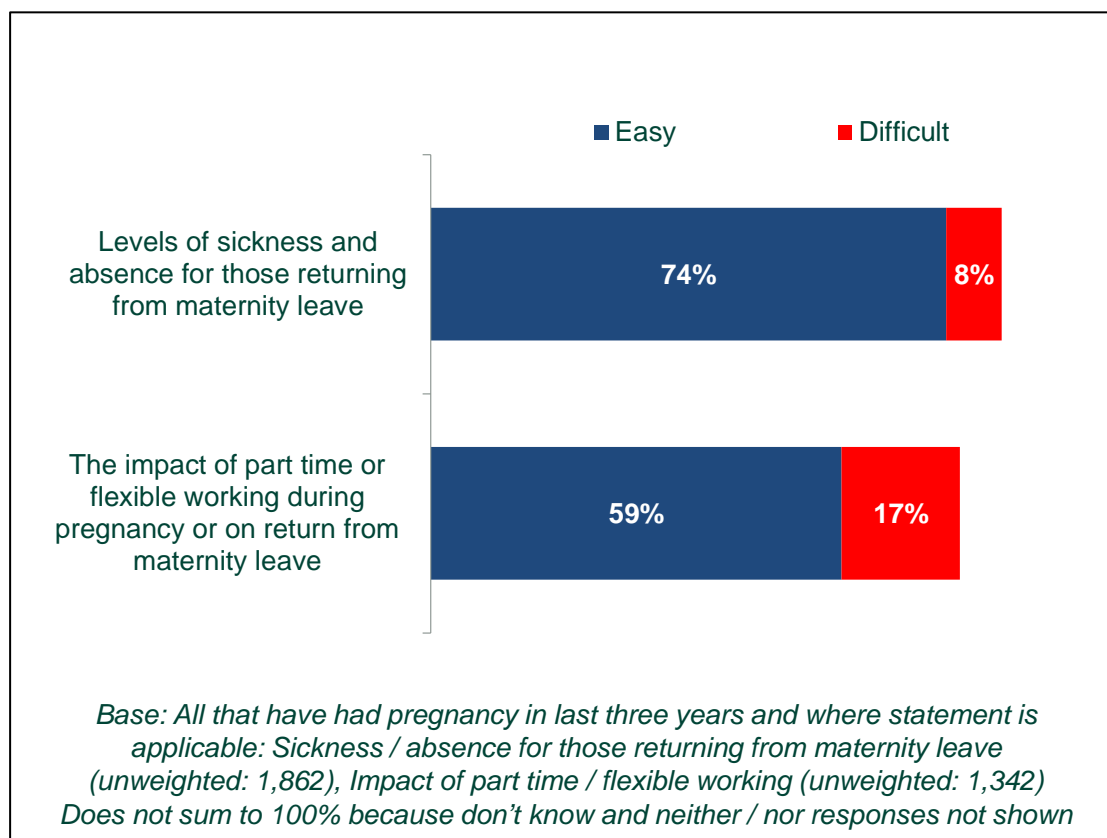
Employers were asked how easy they found it to manage:

- Sickness or other absence among mothers returning to work
- The impact of part-time or flexible working (Chapter 7 provides further detail).

Most employers found managing levels of sickness or other absence for those returning from maternity leave easy to deal with (74%). Large employers (80% compared with 72% small) were more likely to find managing sickness and absence easy.

Almost one in six (17%) employers found the impact of part-time or flexible working difficult to manage, with no differences by employer size.

Figure 2.14: Employers' perspective: ease of dealing with issues related to pregnant workers and mothers returning to work following maternity leave

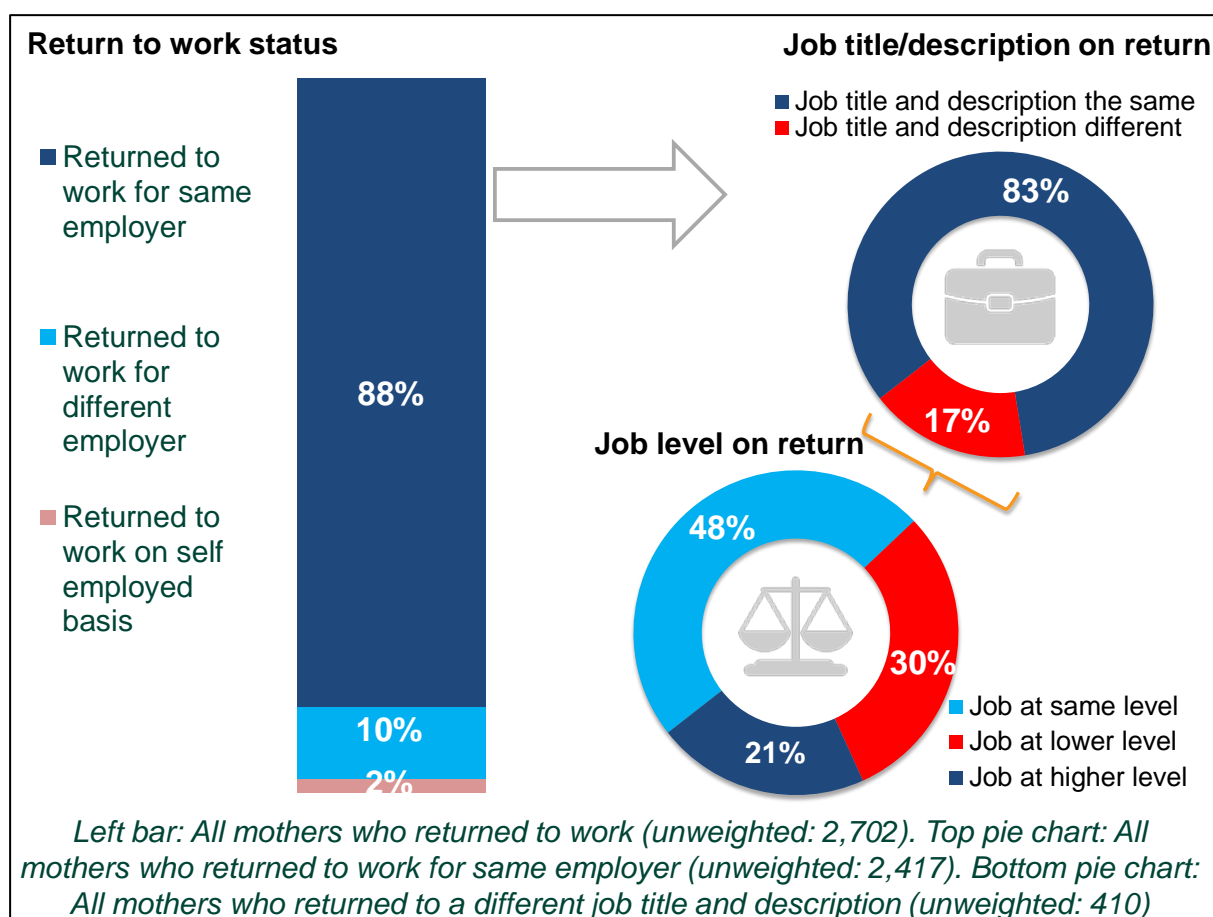


2.17 Mothers' experiences of changes to job role on return to work

All mothers that took part in the survey had worked during their pregnancy. Four in five mothers had returned to work after the birth of their baby. Of those who returned to work 88% returned to the same employer and one in 10 returned to work for a different employer (Figure 2.15).

Mothers that returned to work for a different employer were more likely to take fixed term contracts; 17% were employed on a fixed term contract compared with 5% of all mothers.

Figure 2.15: Mothers' perspective: return to work status; whether returned to same job title and description; and, whether job was at same level



The majority of mothers who returned to work for the same employer returned to the same job title and job description (83%).

Around one in six mothers (17%) returned to a different job title and description. Of these half (48%) returned to a job that was at the same level, for one in five (21%) it was at a higher level but for the remaining 30% this was a lower level position.

Figure 2.16: Mothers' perspective: returning to different job title and description: whether it was the job they wanted to do

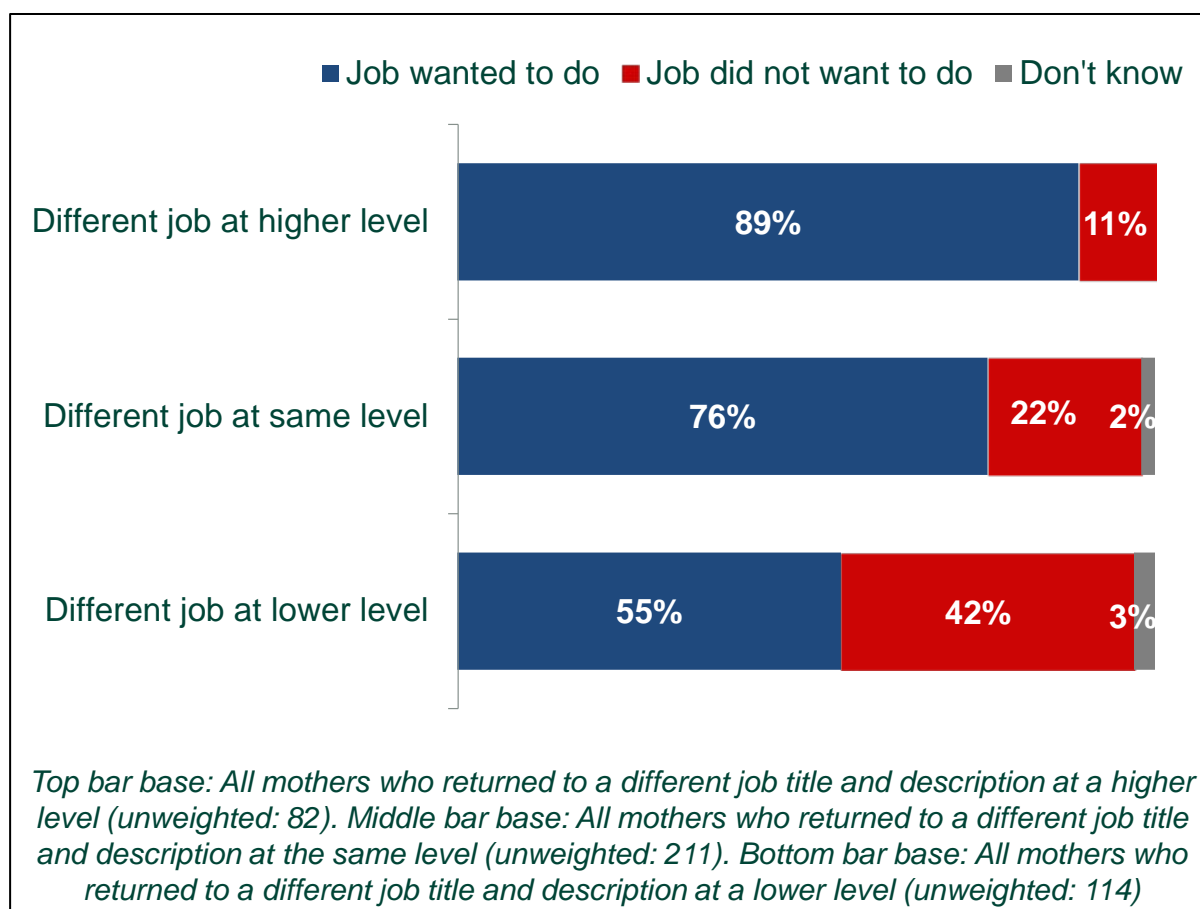


Figure 2.16 shows that:

- Over four in 10 mothers (42%) returning to a lower level job did not want that role
- One in five mothers (22%) returning to a different job at the same level did not want it
- Of those with a job at a higher level, one in nine (11%) did not want this role.

Taken together, around a quarter of mothers (25%) who returned to a different job title and description did not want that job.

Additionally, of the mothers that went back to work for the same employer in the same job role, or went into a different job role out of choice, some reported that there had been other changes to their role against their wishes (6%). These included a change to the nature of their job or duties; duties given being at a lower level; feeling their opinion was less valued; and / or having fewer opportunities for progression.

The majority of mothers who returned to the same employer felt they were treated no differently on returning to work (85%). One in 20 felt they were treated better. Almost one in 10 (9%) said they were treated worse; these were most likely to be mothers in the finance (18%) or transport and communications (16%) sectors.

2.18 Mothers' experiences of changes to hours worked and salary on return to work

Over half of mothers (56%) who returned to work worked fewer hours than before the birth of their baby. Two in five (39%) worked the same hours and 5% worked more. Those who worked more hours on return to work were more likely to be those who had worked for their employer for less than a year before they went on maternity leave (15%), those earning less than £10,000 (11%) or working part-time (11%).

Change in salary was broadly consistent with changes in hours. The most common situation was for mothers to be working fewer hours and earning less on their return to work (43%) or to be working the same hours for the same pay (29%). One in 10 earned the same but worked fewer hours and 8% worked the same hours but earned more.

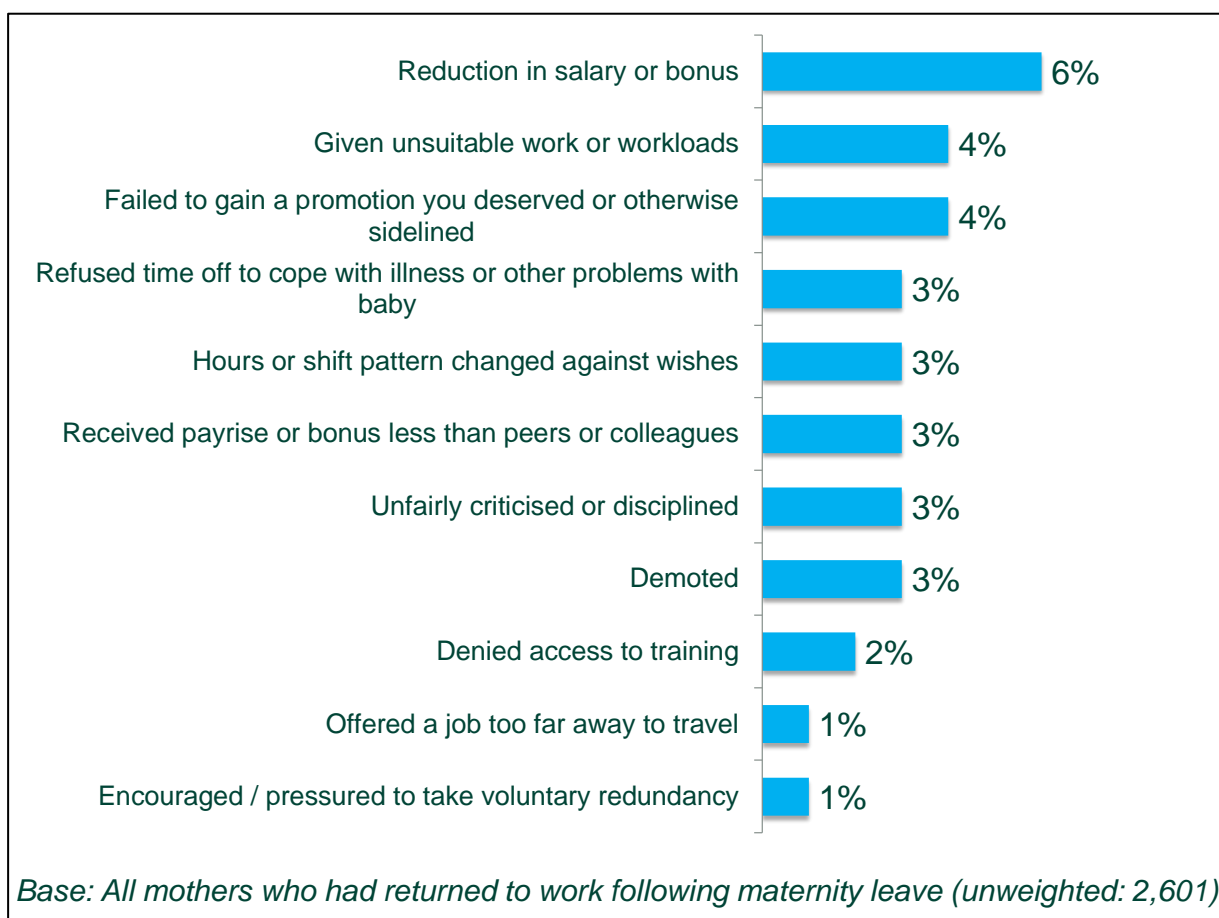
Some mothers reported a lower pay rate, either working the same hours but earning less (2%) or working more hours and earning the same as before (1%).

2.19 Mothers' experiences of unfavourable treatment on return to work

Around one in twenty mothers (6%) said they received a reduced salary or bonus on their return to work (Figure 2.17).

Some mothers (3% to 4% in each case) said they missed out on a promotion; were given unsuitable work; or, were refused time off to cope with illness or other problems with their child.

Figure 2.17: Mothers' perspective: unfavourable treatment on return to work



2.20 General attitudes and experiences across pregnancy and maternity

This section covers:

- Employers' general attitudes towards pregnant women and those on maternity leave; including issues relating to managing pregnancy and maternity among more senior staff; and managing negativity of other employees
- Mothers' views on harassment experienced in the workplace; and whether treatment impacted on their health and stress levels
- A summary of mothers' experiences of unfavourable treatment at work during pregnancy, maternity leave and return to work.

2.21 Employers' perspective across all statutory rights

Looking across all the statutory rights related to pregnancy and maternity explored in this chapter so far shows that it is common for employers to find at least one area problematic. Half (51%) of employers felt that at least one right was unreasonable. Two in five found at least one right difficult to facilitate.

Just under a third (32%) of employers said all statutory rights relating to pregnancy and maternity were reasonable. A quarter said all statutory rights were easy to facilitate.

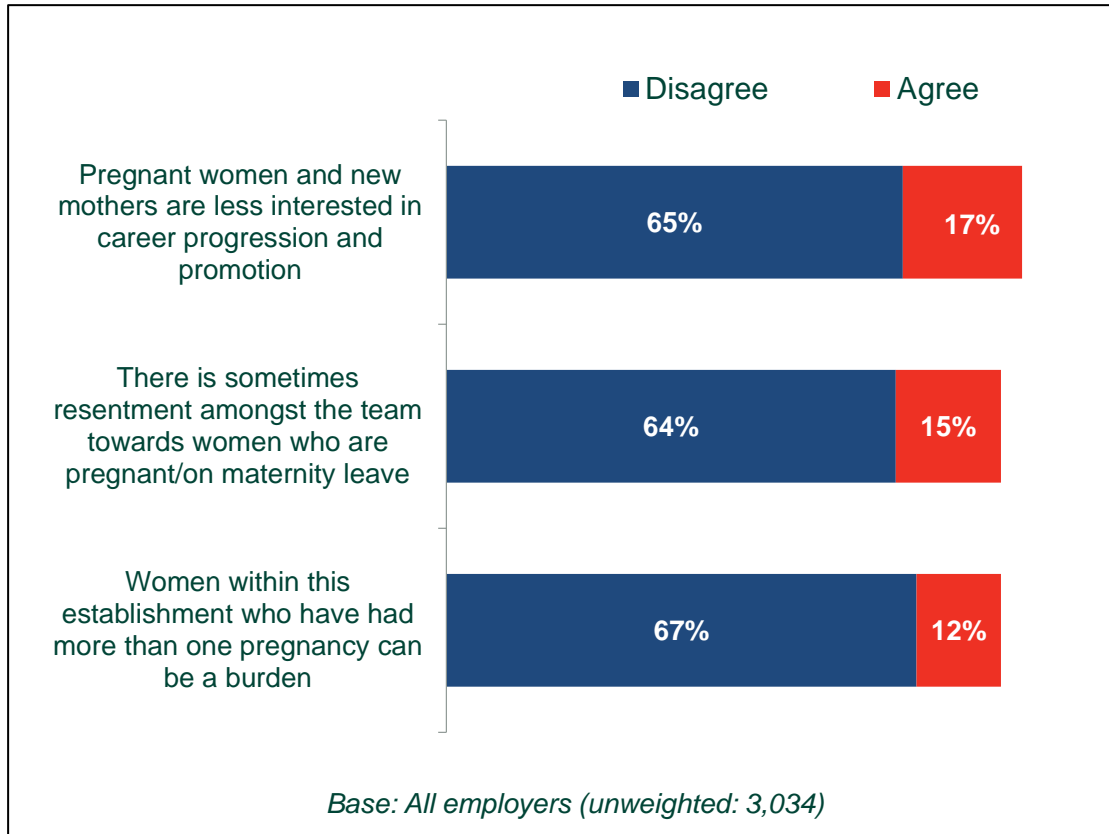
2.22 Employers' attitudes towards pregnancy and maternity

While around two thirds of employers expressed positive attitudes in response to each of the three aspects of management of pregnancy and maternity in their workplaces that they were asked about (64%-67% as shown in Figure 3.17), some employers had negative attitudes:

- 17% believed that pregnant women and mothers were less interested in career progression and promotion
- 15% thought employees could sometimes feel resentful of new mothers and pregnant colleagues
- 12% felt that female employees who had more than one pregnancy were difficult for the workplace.

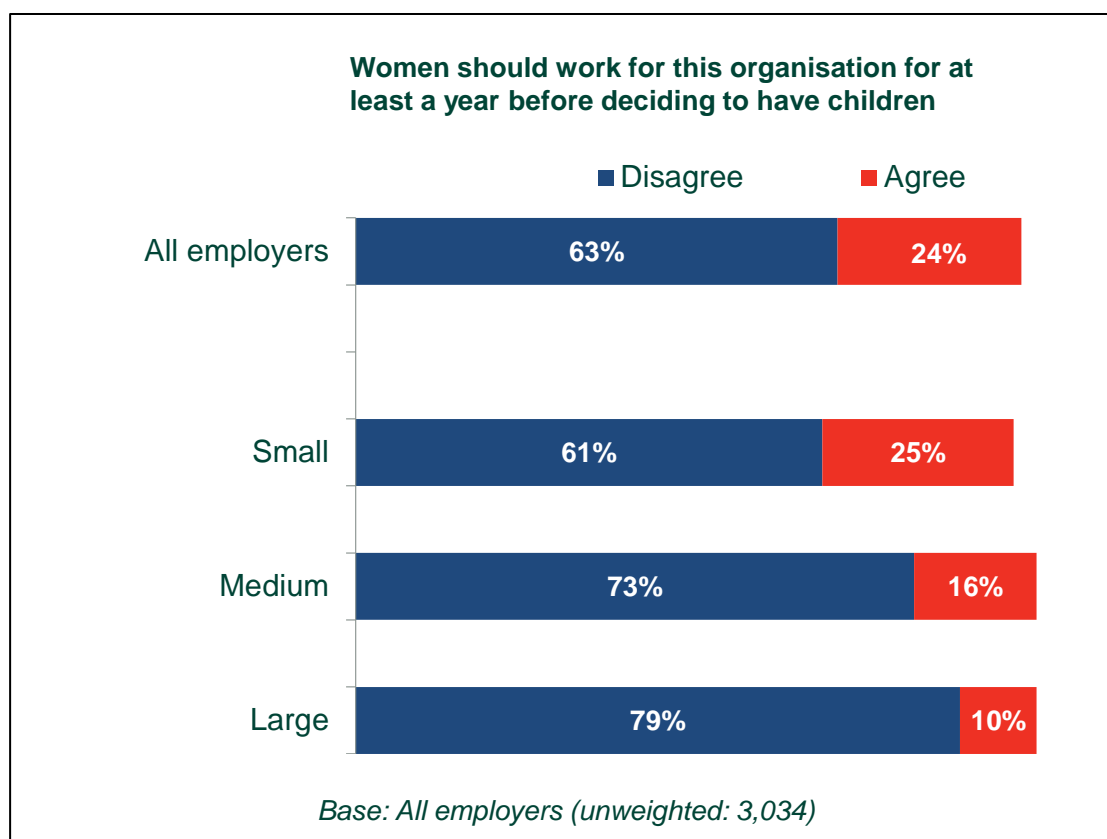
Please note for Figure 2.18 disagreement with the statements is a positive response.

Figure 2.18: Employers' perspective: attitudes towards pregnancy and maternity issues



Almost a quarter of employers (24%) believed that women should work for them for at least a year before deciding to have children; 63% disagreed (Figure 2.19).

Figure 2.19: Employers' perspective: attitudes towards length of time mothers should be working for the organisation before deciding to have children



2.23 Managing pregnancy and maternity issues for managerial and professional staff

Employers were asked whether they found managing pregnancy and maternity issues more difficult for managerial staff and those in professional roles. Over one in four employers (27%) said they did, and this increased to more than one in three (34%) for large employers. This reflects the findings from the mothers' survey. In Chapter 3 it is reported that around a quarter (24%) of the highest earning mothers (over £60,000 a year) felt unsupported on their return to work despite feeling supported during pregnancy. Earlier in this chapter it was also reported that one in seven (15%) mothers employed in a senior manager or director role felt less valued after announcing their pregnancy.

2.24 Managing negative attitudes of other employees

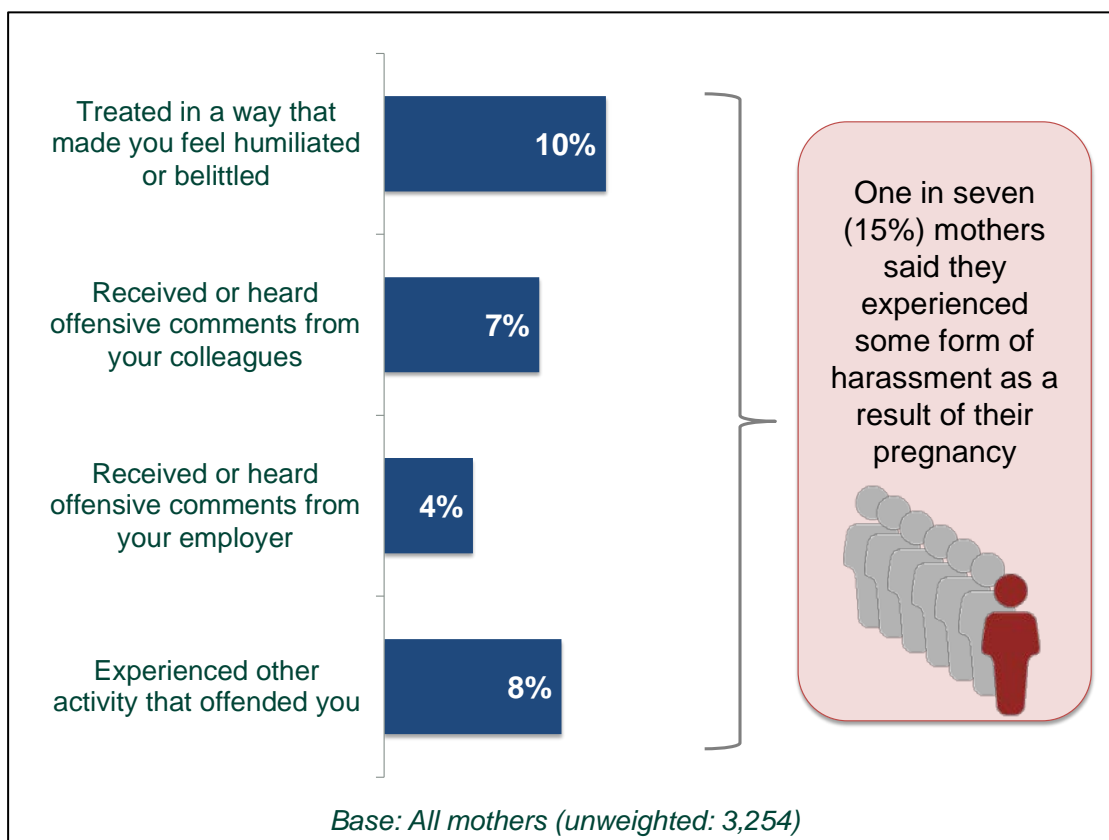
Four in five (82%) employers said they found it easy to manage the negative attitudes of other employees.

Only 5% of employers reported finding this difficult, falling to 1% among public sector employers; compared with 6% in the private sector.

2.25 Mothers' experience of harassment related to pregnancy

One in seven mothers reported experiencing some form of harassment related to their pregnancy (Figure 2.20). This included being treated in a way that made them feel humiliated or belittled (10%), or receiving offensive comments from colleagues (7%) and / or their employer (4%).

Figure 2.20: Mothers' perspective: types of harassment mothers reported as a result of their pregnancy



The proportion of mothers that reported harassment related to pregnancy increased to around one in five of those:

- Working in manufacturing (22%)
- Working in caring, leisure and service occupations (20%)
- Aged under 25 years (20%).

These were similar to those groups more likely to experience other types of unfavourable treatment during pregnancy.

Although only 1% of public sector employers reported finding it difficult to manage negative attitudes of employees, one in eight mothers (13%) working in public sector organisations nevertheless reported some form of harassment, although this was

higher in the private sector, where it was reported by one in six (16%).

Around half of mothers (53%) who reported experiencing some form of harassment complained about it. Almost half of these mothers (45%) felt that they were then treated poorly as a result of complaining. This equates to one in 25 of all mothers (4%) saying they were treated poorly as a result of a complaint. This treatment could amount to victimisation: treating someone badly because they have made a complaint of discrimination (in this case complaining about being harassed because of pregnancy or maternity).

Around one in 10 mothers in certain groups experienced this possible victimisation:

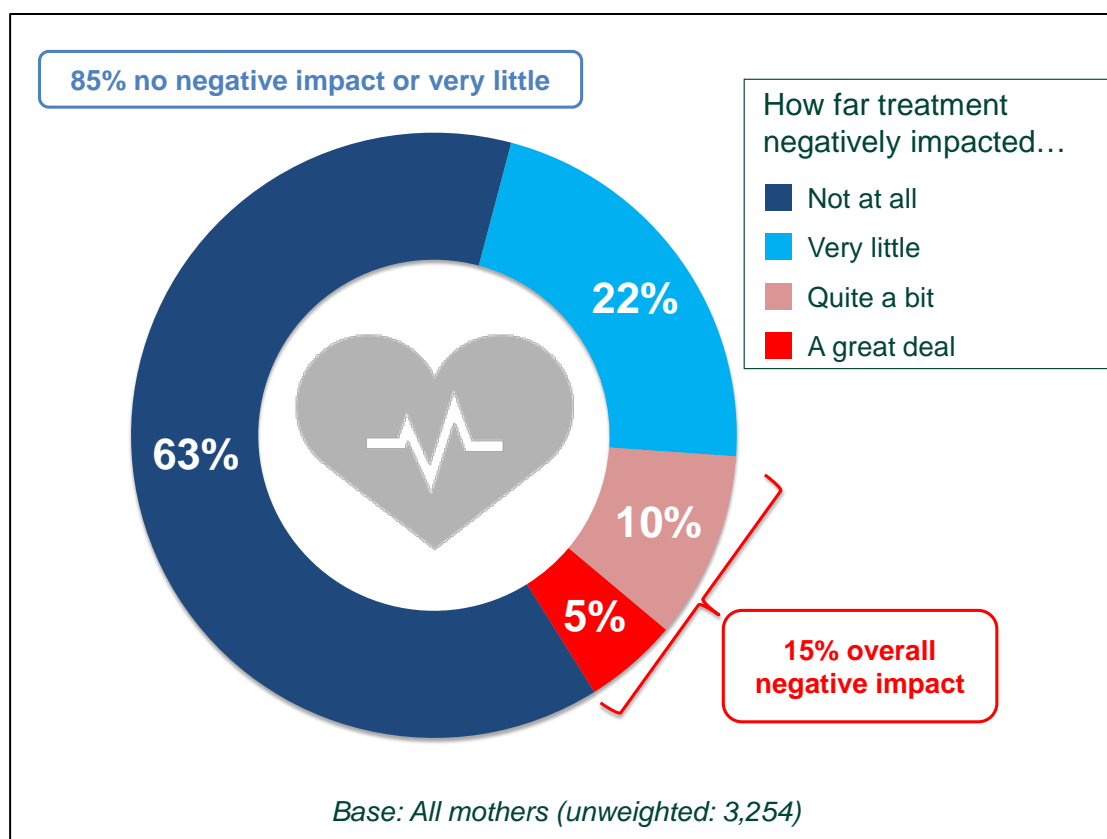
- Those that had a second child that was younger than the 9 to 24 month old the survey was asking about (12%)
- Those with a long-term physical or mental health condition (7%)
- Those under 25 (7%).

Chapter 7 also reports on the proportion of mothers that reported receiving negative comments in relation to flexible working (16% of those that had a flexible working request approved; 9% of mothers overall). Taken together, this means that one in five mothers experienced harassment or negative comments at some stage. If scaled up to the general population this could mean as many as 100,000 mothers a year.

2.26 Impact of treatment at work on health and stress levels

Around one in seven mothers (15%) felt that treatment by colleagues, line managers or employers had a negative impact on their health or stress levels during pregnancy. Figure 2.21 shows the extent of this impact.

Figure 2.21: Mothers' perspective: extent to which treatment had a negative impact on health and stress levels during pregnancy



The most common reason given for experiencing a negative impact on health or stress levels was the expectation to work at the same pace or do the same number of hours as before pregnancy. This was mentioned by around three in four mothers (74%) who said there were negative impacts on their health or stress levels. Half (51%) cited their need for extra breaks not being accommodated.

Poor treatment from colleagues was also reported as responsible for a negative impact on health or stress levels. Half attributed the impact on their health or stress levels to negative comments from senior members of staff such as their line manager or employer (49%) and two in five (43%) to negative comments from other colleagues. Half blamed stress or worry that negative comments were being made behind their back. When the different aspects of negative comments by colleagues or worry about these comments are combined, this becomes the most common reason given for experiencing a negative impact on health or stress levels.

Other reasons mothers felt they experienced a negative impact are outlined in Figure 2.22.

Figure 2.22: Mothers' perspective: reasons mothers felt their physical health or stress levels were negatively impacted



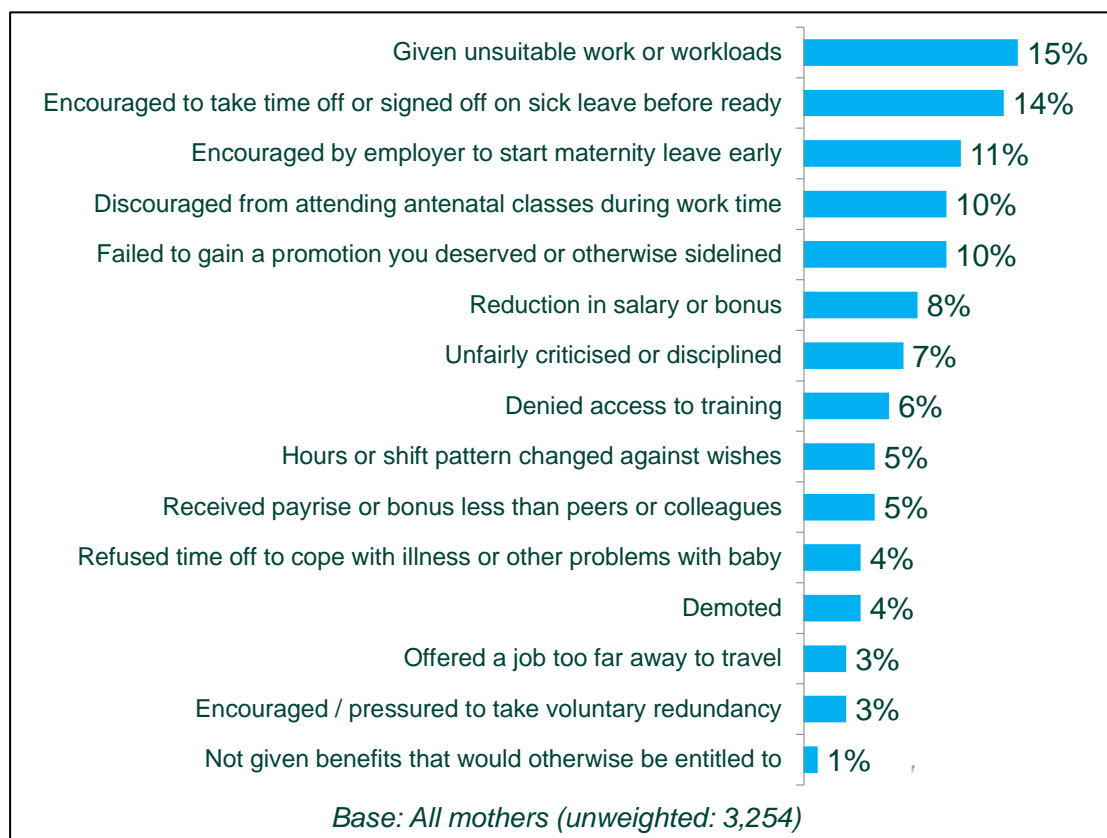
Mothers more likely to report experiencing a negative impact on their health and stress levels were:

- Single mothers (25%)
- Mothers with a long-term physical or mental health condition (25%)
- Mothers in caring, leisure or other service occupations (24%)
- Mothers aged under 25 (22%).

2.27 Mothers' experiences of unfavourable treatment across pregnancy, maternity leave and return to work

This chapter has described the proportions of mothers reporting different types of unfavourable treatment at three stages: pregnancy, maternity leave and return to work. Figure 2.23 below presents whether these types of unfavourable treatment happened at any stage.

Figure 2.23: Mothers' perspective: unfavourable experience encountered at any stage



When summed across the three stages, one in 10 mothers failed to gain a promotion they felt deserved, and 8% experienced a reduction in salary or bonus. These mothers were more likely to be those who earned over £30,000 a year; 14% failed to gain a promotion and 11% experienced a reduction in salary or bonus.

In addition, mothers in associate professional and technical occupations (e.g. teachers, accountants, engineers) were more likely to experience a reduction in salary or bonus (12%).

7% of mothers felt unfairly criticised or disciplined at some point after becoming pregnant. This was more likely for:

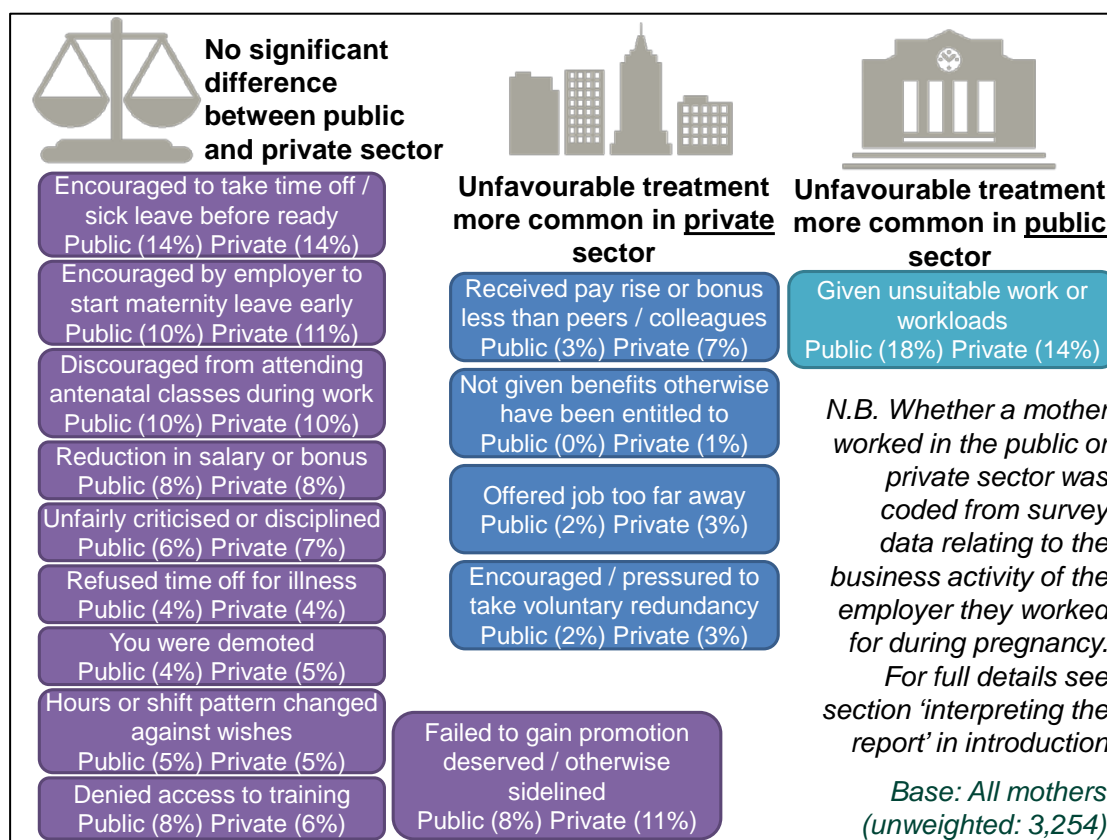
- Mothers with a long-term mental or physical health condition (15%)
- Mothers aged under 25 (12%)
- Single mothers (11%)
- Mothers in caring, leisure and other service occupations (10%).

6% said they were denied access to training, and 5% said their hours/shift pattern changed against their wishes.

Findings in the employers' survey suggests that private sector employers experience more difficulties managing many statutory rights relating to pregnancy and maternity, and this is reflected by findings from the mothers' survey. While many types of unfavourable treatment were as likely to be reported by mothers employed in the public sector as those in the private sector (see Figure 2.24), some were more common among private sector employees.

Mothers employed in the private sector were more likely to report that they had experienced a lower pay rise or bonus than colleagues; did not receive benefits they would have otherwise been entitled to; and / or had been pressured to leave. Mothers employed in the public sector were more likely to say they had experienced unsuitable workloads.

Figure 2.24: Mothers' perspective: differences in unfavourable treatment by public versus private sector



3 Support during pregnancy, maternity and return to work

This chapter covers mothers' views on the support that they received during pregnancy and on return to work after maternity leave. This includes: whether their employer supported their needs willingly; how they were treated by their line manager; and the reaction of their employer when they first communicated their pregnancy. It also reports the extent to which employers think it is in their interest to support women during pregnancy and maternity.

3.1 Summary

Most employers expressed support for pregnant women and new mothers. This was reflected in the experience of many, but by no means all, women. More than four in five employers (84%) felt it was in the interests of their business to support pregnant women and those on maternity leave. However a third (33%) of women reported that their needs as either a pregnant woman or the mother as a young baby were not supported willingly by their employer.

Employers said increased staff retention (58%) was the main reason it was in their interests to support pregnant employees and those on maternity leave.

Most women reported positive experiences communicating their pregnancy to their employer and felt equally valued by their employer following announcement of their pregnancy. However:

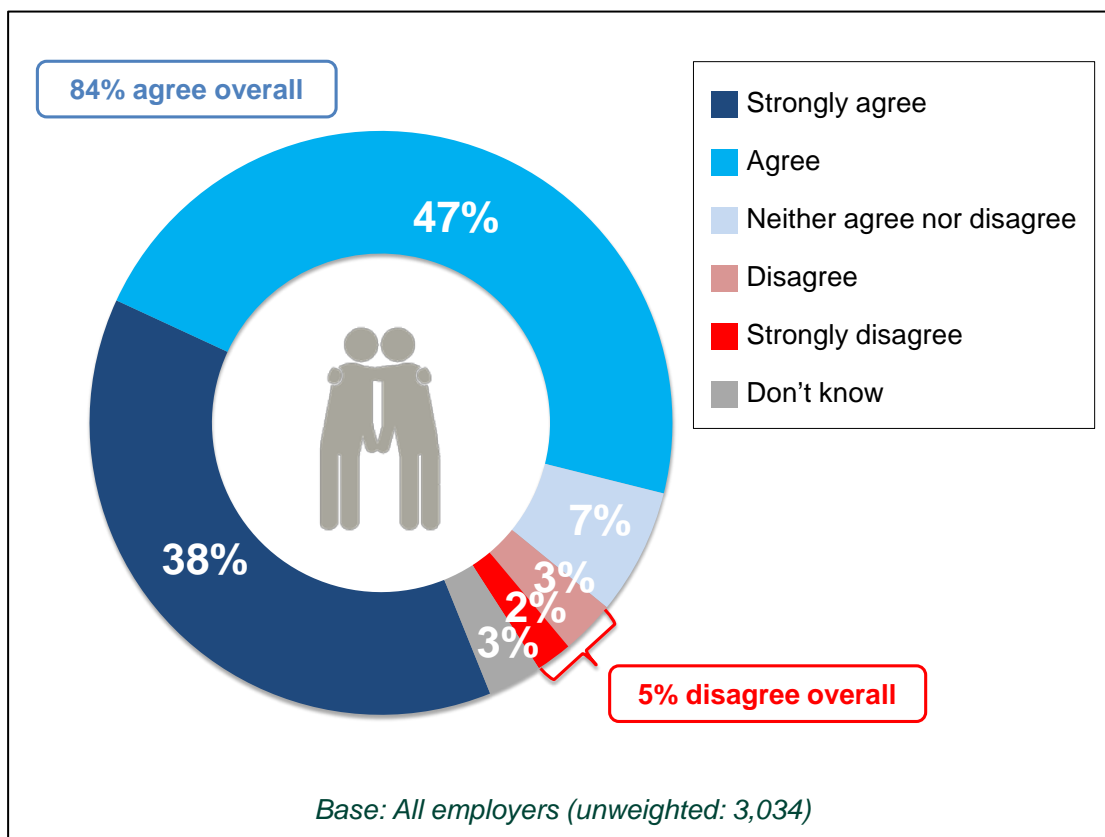
- Almost three in 10 said they were not allowed flexibility in term of hours (29%), start times (24%) or additional breaks in pregnancy (28%) that they had requested
- Around one in 12 said they were treated with less respect by a line manager (8%); did not feel equally valued by their employer more generally (11%); or, felt their employer was not happy about them taking maternity leave (8%)
- One in eight felt treated less favourably in some other way by their line manager as a result of their pregnancy (12%)
- More than one in 20 (7%) said they were put under pressure to hand in their notice.

Many of these negative experiences were more common among women working in caring, leisure and other service occupations.

3.2 Employer attitudes towards supporting pregnant women and those on maternity leave

More than four in five employers (84%) felt it was in the interests of their organisation to support pregnant women and those on maternity leave. However, 5% disagreed. Figure 3.1 illustrates employers' views.

Figure 3.1: Employers' perspective: whether in organisation's interests to support women during pregnancy and maternity

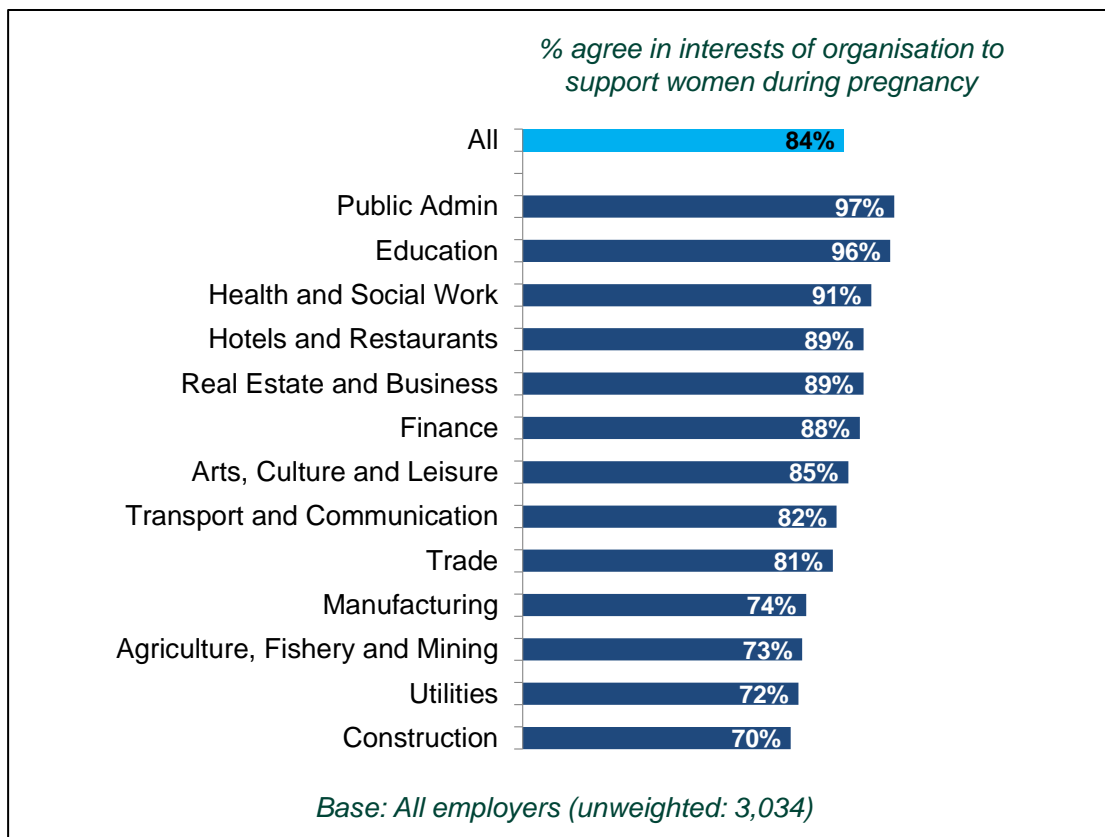


The employers which were most likely to agree that supporting pregnant women and those on maternity leave was in the interests of their organisation were from:

- Large (95%) and medium (93%) sized organisations, compared with 83% of small
- Public (96%) and third sector (93%), compared with 82% of private
- Those that recognised a trade union (94%), compared with 83% that do not.

Views varied widely by industry sector as shown in Figure 3.2.

Figure 3.2: Employers' perspective: whether in organisation's interests to support women during pregnancy and maternity

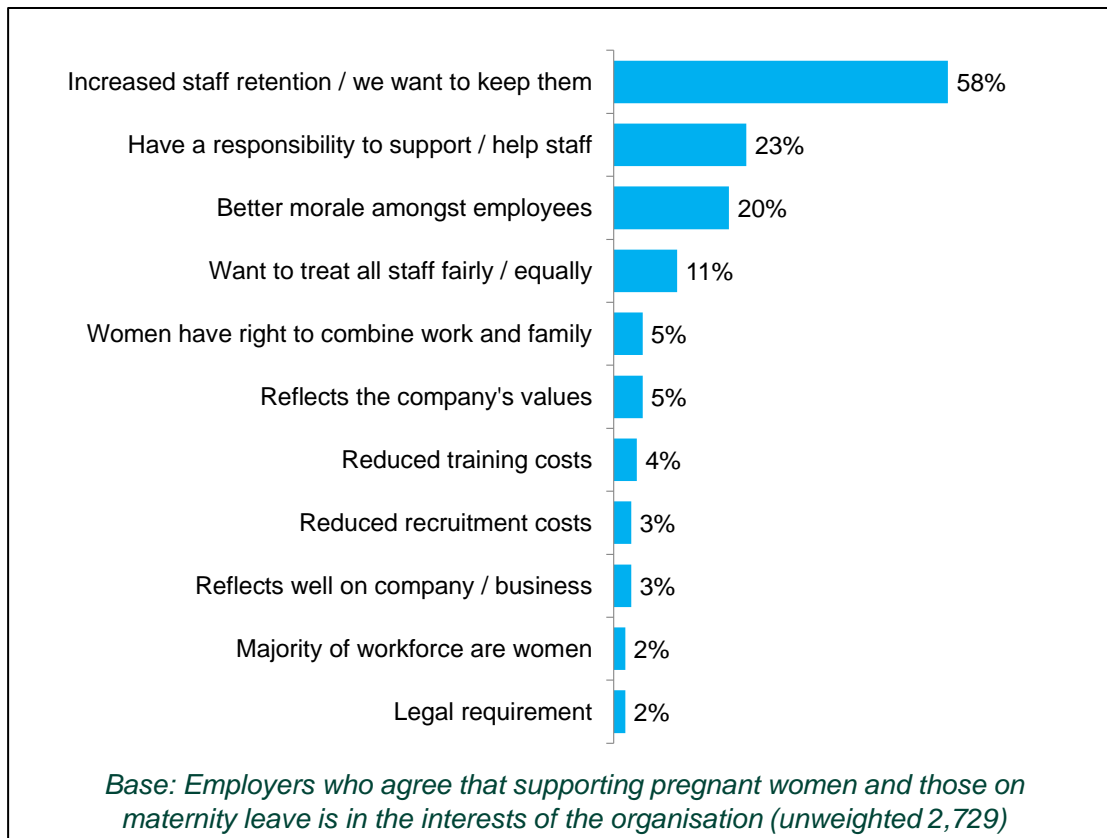


Increased staff retention was the most common reason employers gave for why they felt it was important to support women during pregnancy and maternity (58%).

Medium and large employers were more likely to cite increased staff retention (71% and 69% respectively, compared with 56% among small employers).

2% of employers stated that the reason that it was in the organisation's best interests to support pregnant women was because it is a legal requirement. The full list of reasons given by employers is shown in Figure 3.3.

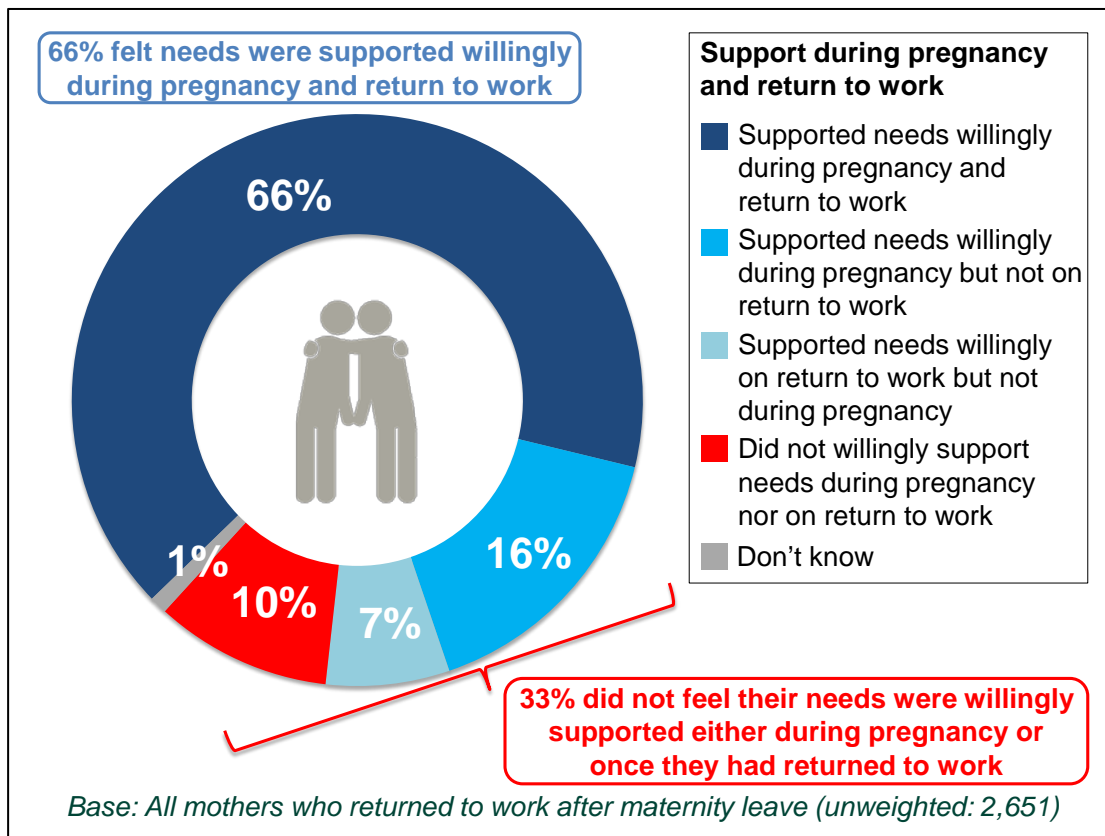
Figure 3.3: Employers' perspective: why it is in their interests to support pregnant women and those on maternity



3.3 Mothers' views on the extent to which their employer supported their needs while pregnant and on their return to work

Two thirds of mothers who returned to work felt their employer supported them willingly both as a pregnant employee and as a new mother (Figure 3.4).

Figure 3.4: Mother' perspective: employers' support during pregnancy and return to work



Mothers in administrative or secretarial roles (74%), and those who had worked for their employer for at least five years (70%) were among those most likely to have felt supported willingly at both stages.

Around one in six mothers (16%) felt they were willingly supported whilst pregnant, but not once they had returned to work.

One in 10 mothers who returned to work felt neither their needs as a pregnant woman nor as a mother of a young baby were supported willingly by their employer. This was more likely to be mothers who were:

- Single mothers (19%)
- Under 25 years old (17%)

- Working in workplaces with fewer than 10 employees (14%). This is in line with findings reported above that smaller workplaces were less likely to agree that it is in their interests to support pregnant women or those on maternity leave.

Overall, a third of mothers felt that their needs were not supported willingly either during their pregnancy or on their return to work.

The remainder of this chapter reports on mothers' views of the support received, firstly as someone who was working while pregnant, and then (for those who had returned to work) as a mother with a young baby to look after.

3.4 Mothers' views: communicating pregnancy to their employer

Most women did not report negative effects after telling their employer they were pregnant. Communicating their pregnancy to their employer was not an issue and nine in 10 (89%) women still felt equally valued as an employee after telling their employer they were pregnant.

However, one in 12 (8%) said that their employer was not happy about letting them take maternity leave and 7% felt under pressure to hand in their notice (Figure 3.5).

Figure 3.5: Mothers' perspective: unfavourable treatment following the communication of their pregnancy



Mothers most likely to report that they felt under pressure to hand in their notice included those:

- Under 25 years old (15%)
- Single mothers (14%)
- Earning less than £10,000 (13%)
- Working in caring, leisure and other service occupations (13%).

Those who felt their employer was unhappy about them taking maternity leave were most likely also to:

- Be on an agency or casual contract (22%)
- Be a single mother (19%)
- Have a long-term physical or mental health condition (15%)
- Have been with the employer for less than one year (17%).

Other groups that felt less valued by their employer than they did before telling their employer they were pregnant were most likely to:

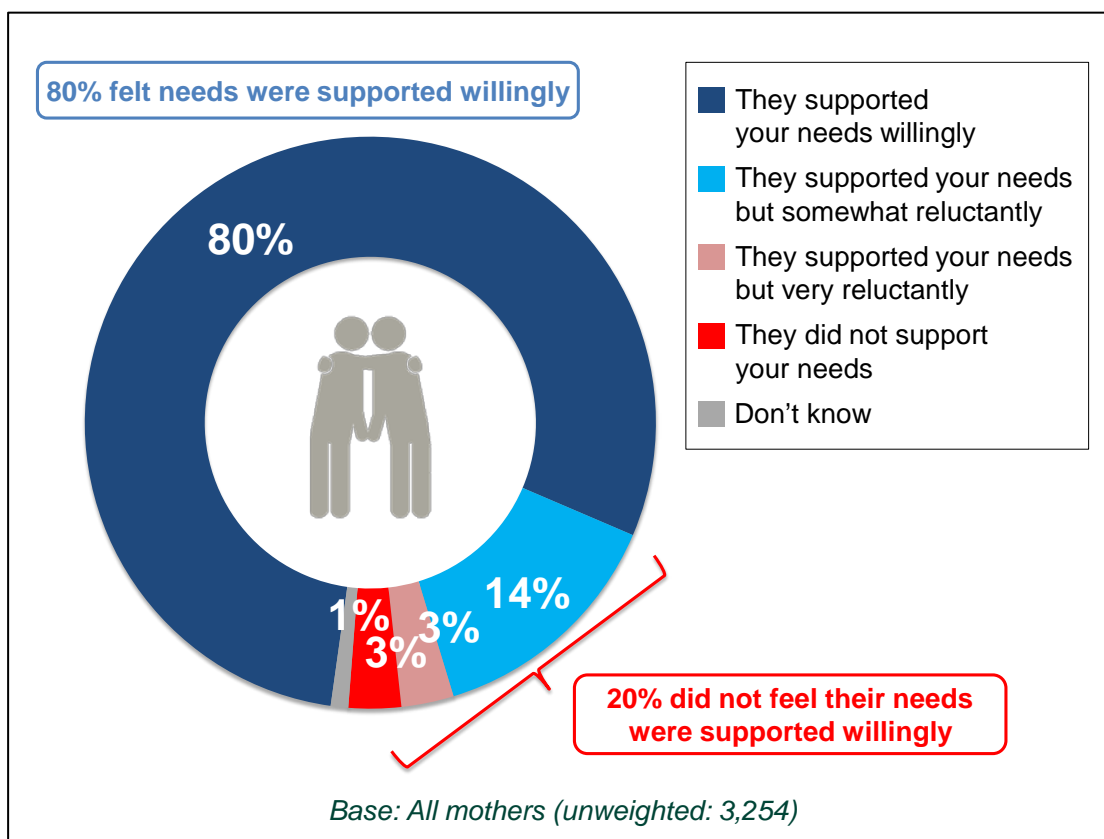
- Be on an agency or casual contract (18%)
- Work in the transport and communications sector (16%)
- Be under 25 years old (15%).

3.5 Mothers' views on the extent to which their employer supported their needs while pregnant

In this section we report on whether mothers felt employers were supportive of their needs as someone who was working while pregnant.

Four in five mothers reported that their employer supported their needs as a pregnant employee willingly (as shown in Figure 3.6).

Figure 3.6: Mothers' perspective: the extent to which their employer supported their needs as someone who was working while pregnant



Mothers who said their needs as a pregnant employee were willingly supported by their employer were particularly likely (compared with the average of 80%) to be:

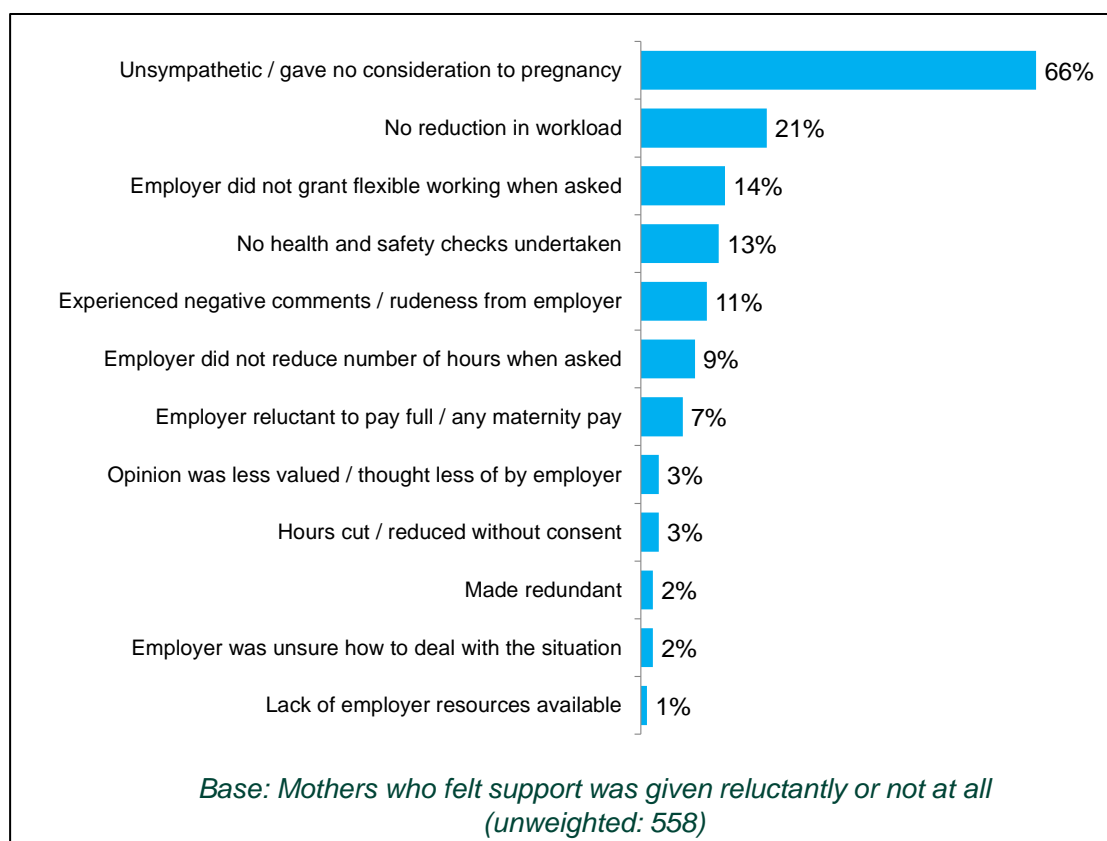
- Aged 40 years or older (89%)
- Working in a large establishment (85%)
- Earning over £30,000 (84%)
- Employed in administrative and secretarial roles (87%); associate professional and technical (84%) or professional (83%) roles
- Working in the public administration sector (86%).

By comparison, those who said that their employer did not willingly support their needs as a pregnant employee were more likely than average (20%) to be:

- Single mothers (34%)
- Working in skilled trade (38%), caring, leisure or other service (33%) or sales and customer service (28%) occupations
- Working in the trade (27%) or arts, culture and leisure (36%) sectors
- Aged under 25 (31%)
- Earning less than £10,000 a year (25%).

Where mothers said their needs were not supported willingly in pregnancy this was most commonly because they felt their employer was unsympathetic and/or gave no consideration to their pregnancy (66%). This was followed by there being no reduction in workload (21%); requests for flexible working not being granted (14%); or; no health and safety checks undertaken (13%). Figure 3.7 provides the full list of reasons mothers gave.

Figure 3.7: Mothers' perspective: why mothers felt their needs as a pregnant employee were not willingly supported



Around one in 14 mothers (7%) felt unsupported because of their employer's reluctance to pay all or any of the maternity pay they were entitled to. This was more common among those earning less than £10,000 a year (15%).

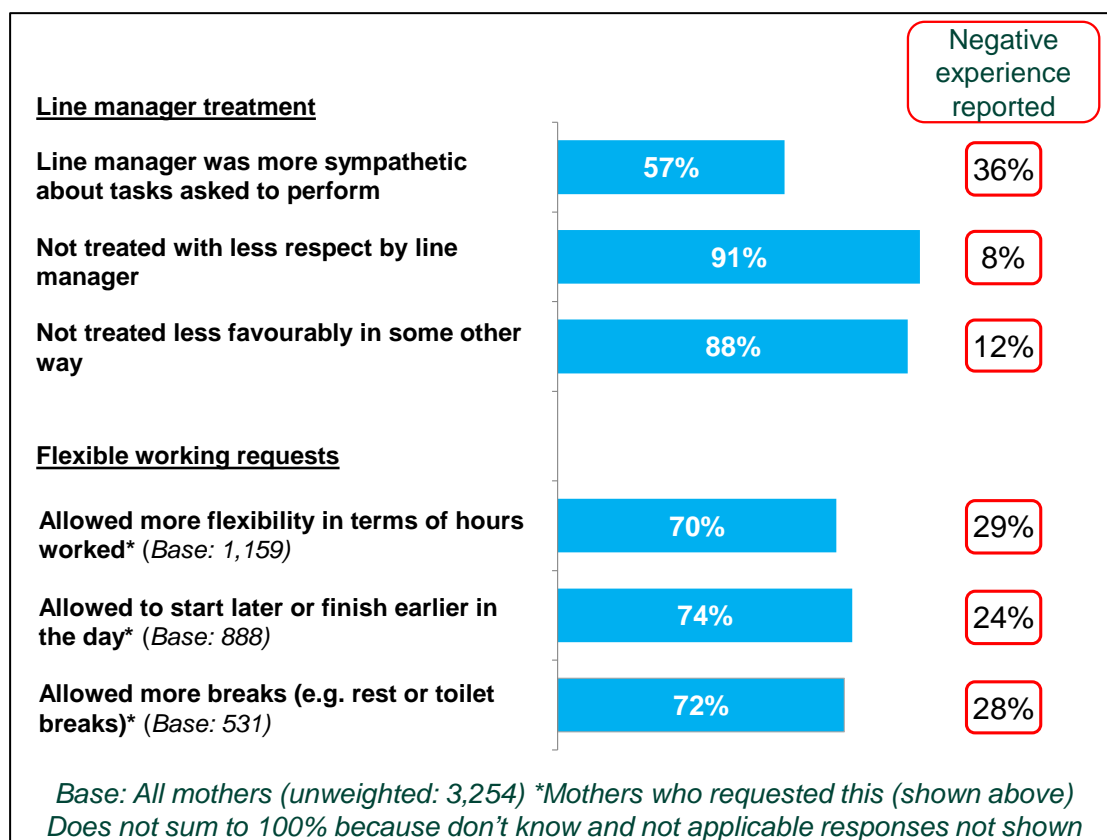
3.6 Mothers' treatment by line managers during pregnancy

Most mothers reported positive treatment by line managers following communication of their pregnancy (Figure 3.8).

However around three in 10 mothers said that during pregnancy they were not granted their request:

- For more flexibility in the hours they worked (29%)
- For more breaks, for example, rest or toilet breaks (28%)
- To start later or finish earlier in the day (24%).

Figure 3.8: Mothers' perspective: line manager treatment during pregnancy



Those working in education were more likely to say they had an issue with lack of flexibility. Around half of those who requested flexibility in terms of hours worked were not allowed this (54%); around two in five (38%) were not allowed different start or finish times.

Just over a third of mothers (36%) reported that their line manager was not more sympathetic about the tasks they were asked to perform.

One in 12 mothers (8%) said they were treated with less respect by their line manager as a result of their pregnancy. This was most likely to be experienced by mothers:

- On an agency, casual or zero hours contract (15%)
- With a long-term physical or mental health condition (14%)
- In skilled trade (21%) and care, leisure and other service (11%) occupations
- In manufacturing (11%) or trade (9%); compared with 5% in education who were the least likely to experience this
- In the private sector (9%); compared to 6% in the public sector.

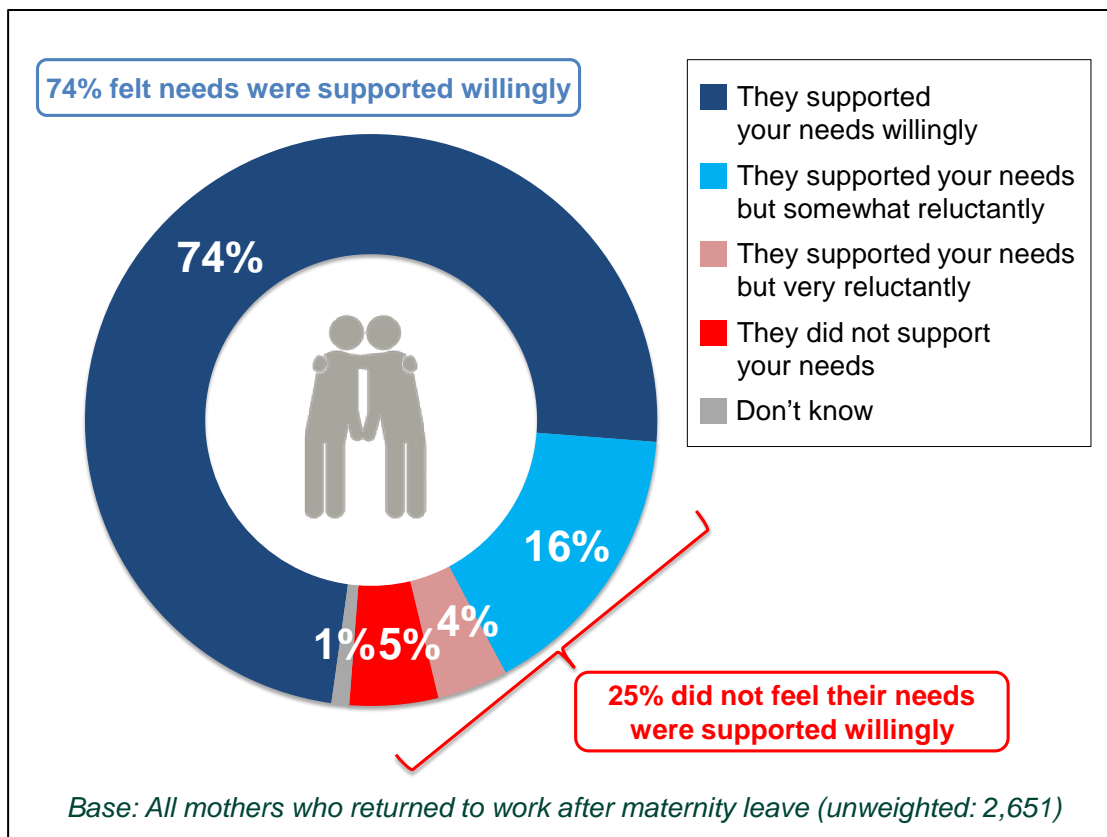
One in 10 mothers said they were treated less favourably in some other way; these mothers were most likely to be:

- Earning more than £60,000 (19%)
- Working in finance (16%); or transport and communication (16%) sectors; compared with 9% in the education sector who were least likely to experience this.

3.7 Mothers' views on the extent to which their employer supported their needs on returning to work

Where mothers returned to work after maternity leave, three in four (74%) felt their employer willingly supported their needs as a mother caring for a young baby. This was lower than the proportion that felt their needs were willingly supported in pregnancy (80%). One in four mothers felt their needs on return to work from maternity leave were supported reluctantly or not at all (Figure 3.9).

Figure 3.9: Mothers' perspective: whether the employer supported their needs as a worker with a young baby to look after



Mothers more likely to report that their needs were not willingly supported when they returned to work:

- Earned over £60,000 a year (36%)
- Were single mothers (38%).

Earlier in this chapter it was reported that the lowest earners (earning less than £10,000 a year) were the most likely to feel unsupported during pregnancy. In contrast, the highest earning mothers (earning over £60,000 a year) were most likely to feel that their needs were not supported willingly on their return to work from maternity leave.

4 Recruitment

This chapter examines employer attitudes towards pregnancy in relation to recruitment, in particular whether employers feel women should tell them if they are pregnant and whether it is acceptable to ask women if they plan to have children. It also explores the experiences of women who attended job interviews either while pregnant or following the birth of their child; examining what was discussed with the employer and their views on how employer' awareness of their pregnancy or having a young child affected their success in their job applications.

4.1 Summary

The majority (70%) of employers believed that women should declare upfront if they are pregnant to potential employers during recruitment. At the same time, only a quarter of employers felt it was reasonable during recruitment to ask about women about their future plans to have children.

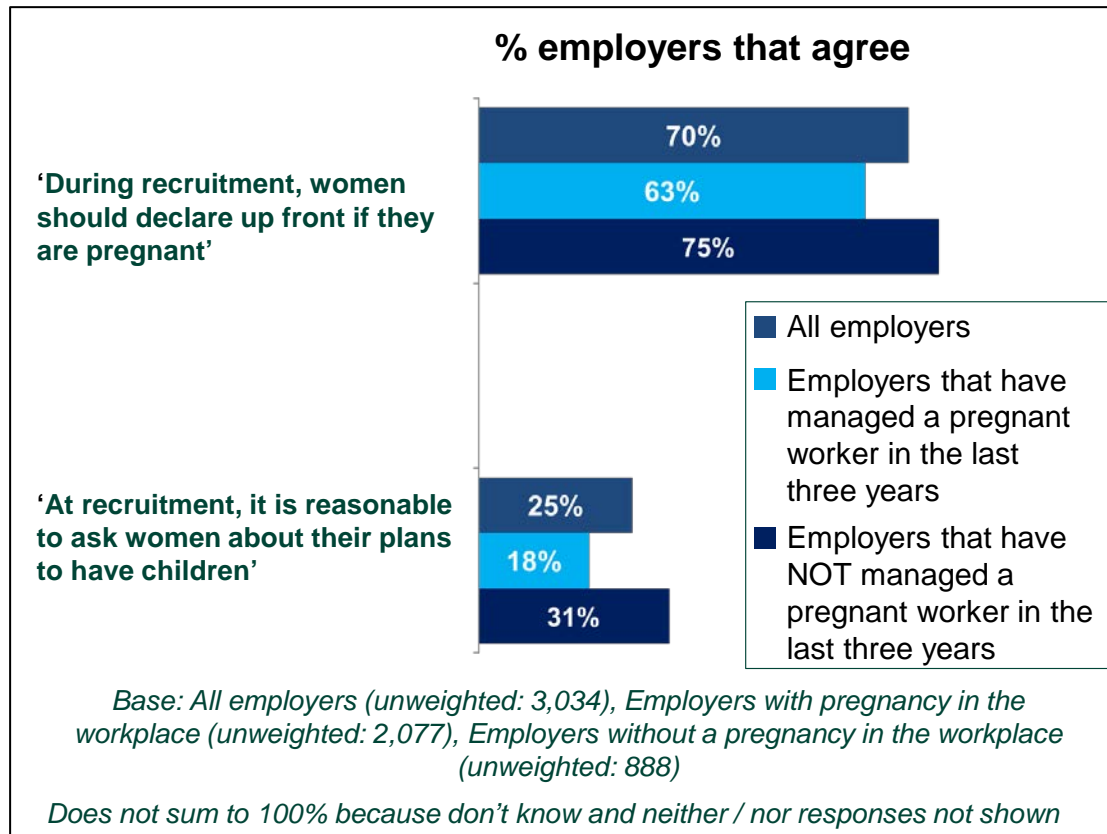
A relatively small proportion of mothers (3%) had attended job interviews when they were pregnant and half (51%) of these mothers were successful. Most reported that the employer was aware of their pregnancy beforehand; it was visually apparent; or, they mentioned it themselves at or after the interview. One in twelve mothers attending job interviews while pregnant said they experienced being asked by an employer if they were pregnant. Three in four (77%) mothers that were unsuccessful in their job interviews undertaken while pregnant (where the employer had known about their pregnancy) felt it had affected their chances of success.

One in five (21%) mothers attended an interview after the birth of their child. In the vast majority of cases, the employer was aware beforehand that the woman had a baby / young child; or, they mentioned this during the interview. However, around one in four mothers (23%) were asked by an employer whether they had a young child. Three in four mothers who had attended interviews after the birth of their baby had been successful at some or all of these interviews (75%), a higher proportion than those who were interviewed when they were pregnant (51%). Among those unsuccessful where the employer had known they had a young child, around half (47%) felt having a young child had affected their chances of getting the job.

4.2 Employer attitudes on pregnancy issues at recruitment

Seven in 10 employers felt that women should declare upfront during recruitment if they are pregnant, and a quarter of employers felt it was reasonable during recruitment to ask women about their future plans to have children.

Figure 4.1: Employers' perspective: views on women discussing pregnancy and plans to have children at recruitment



Workplaces that had managed a pregnant worker in the last three years (63%) were less likely to feel that women should tell them at the recruitment stage if they are pregnant than those that had not (75%).

Small workplaces were more likely to believe women should declare upfront during recruitment if they are pregnant (72%) than medium-sized (57%) or large workplaces (37%).

There were also notable differences by sector, with private sector employers the most likely to believe that women should declare upfront during recruitment if they are pregnant (74%) compared to 58% of third and 45% of public sector employers. This was particularly common in the following sectors:

- Construction (87%)
- Agriculture, Fishery and Mining (84%)
- Manufacturing (82%)
- Hotels and Restaurants (76%).

Although most employers felt women should tell them during recruitment if they are pregnant, a quarter believed that it is reasonable to ask women at recruitment about their future plans to have children. This was more common for workplaces that had not had a pregnant worker in the last three years (31%) and those in:

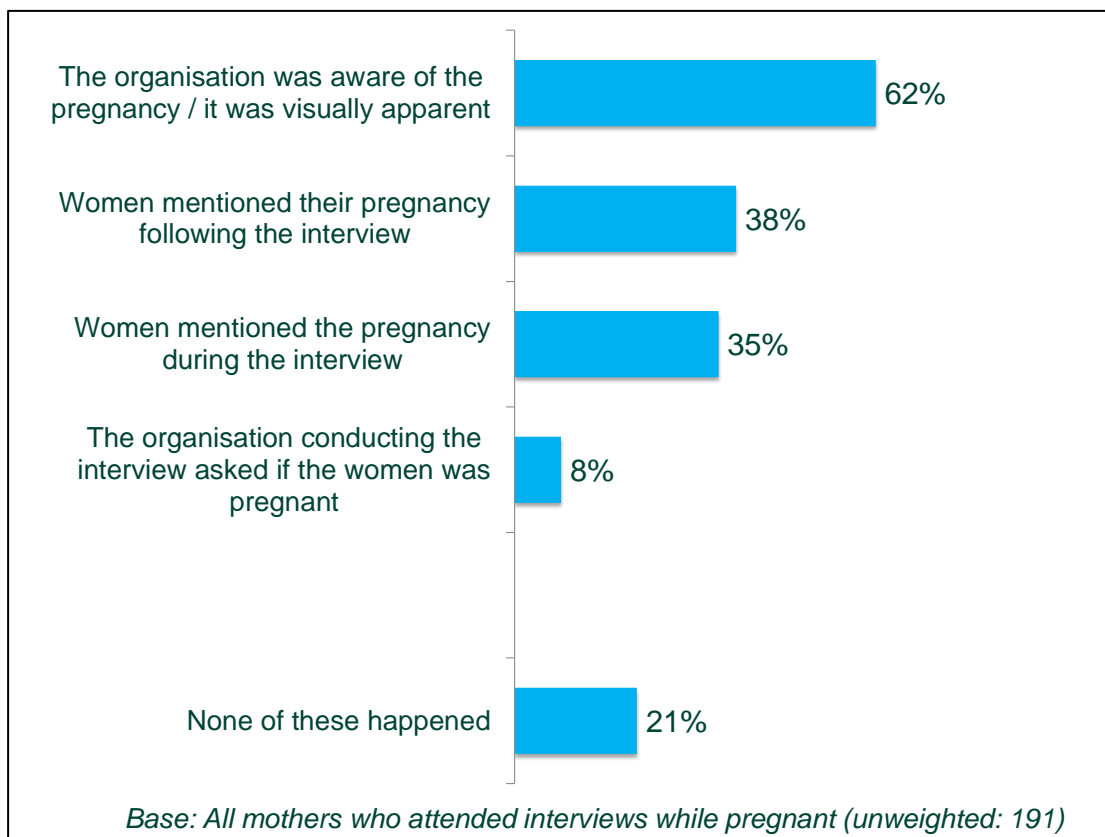
- Agriculture; Fishery and Mining (48%)
- Manufacturing (33%).

Workplaces with recent experience of having pregnant employees were less likely to think it reasonable to ask these questions (18%), as were those that had a higher proportion of female employees (21%).

4.3 Experiences of mothers who were pregnant during recruitment

A relatively small proportion of mothers (3%) had attended job interviews when they were pregnant. The extent to which the pregnancy was known about or discussed is shown in Figure 4.2.

Figure 4.2: Mothers' perspective: whether pregnancy was discussed or apparent during job interviews (statements read out to respondents)



Just over six in 10 mothers (62%) said the organisation conducting the interview was aware of their pregnancy either beforehand or that it was visually apparent during

their interview. Around two in five (38%) mentioned their pregnancy following their interview, and a similar proportion mentioned their pregnancy during the interview (35%).

Overall, around one in five mothers (21%) indicated that the pregnancy was not raised or discussed before, at or following the interview.

Around half (51%) the mothers were successful in securing a job through one of the interviews they attended while pregnant.

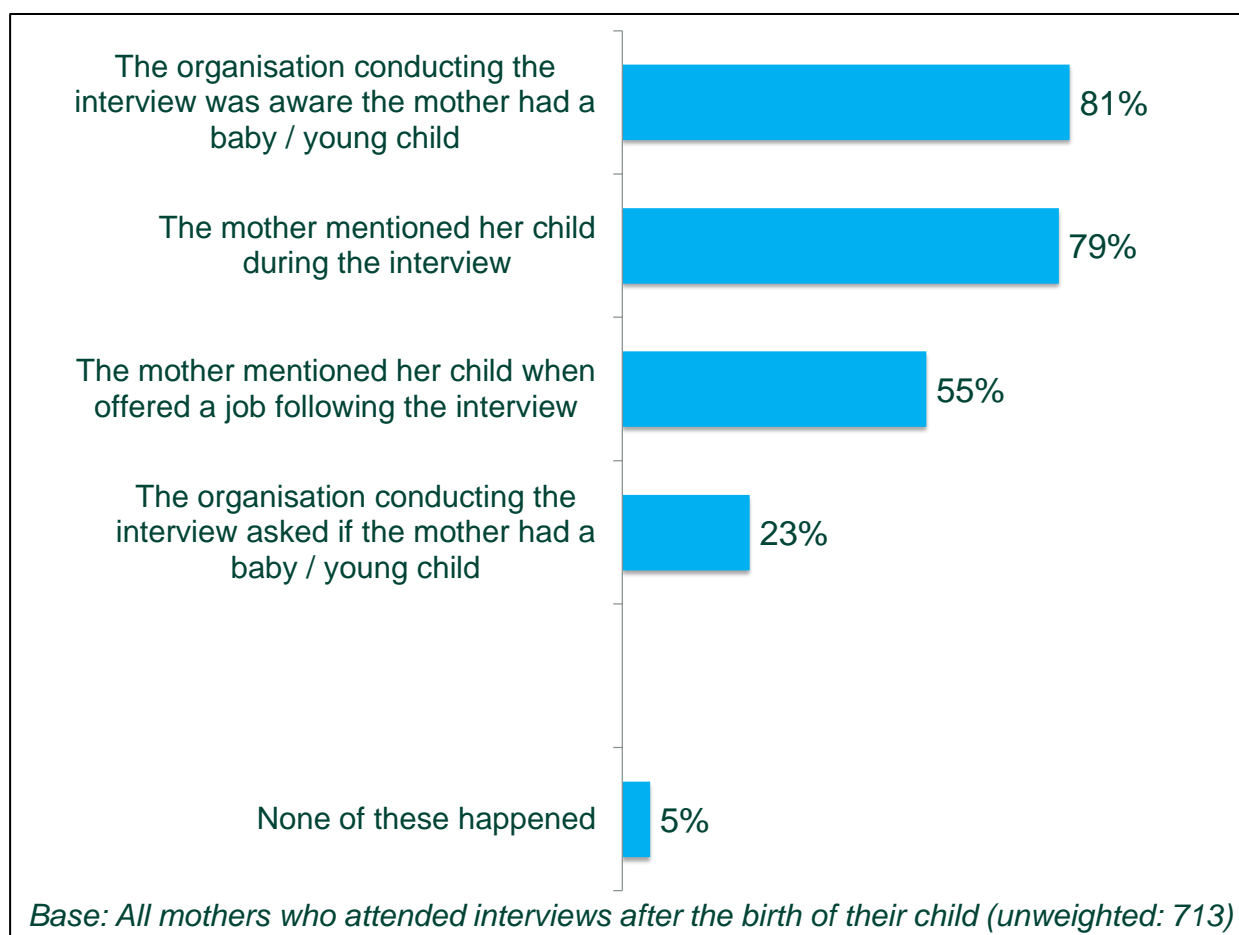
Of the 73 mothers interviewed who were unsuccessful at any of their job interviews while pregnant and where the employer had been aware of their pregnancy, most (56 respondents) felt their pregnancy affected their success (25 of the 56 thought it had definitely affected their success). Mothers mentioned a variety of reasons why they felt being pregnant had negatively affected their success at interview. Each of the following reasons was mentioned by five to nine of the 56 mothers who felt their pregnancy affected their success:

- It was made clear in the interview that the job would not be offered to them due to their pregnancy (nine mothers)
- The employer was looking for somebody who could start immediately (six mothers)
- The job requirements conflicted with the mother's desired working arrangements / requirements (e.g. only wanting a temporary contract, required working period clashing with maternity leave, etc.) (six mothers)
- Respondent felt the employer doubted their commitment to working (six mothers)
- The person that got the job was less qualified (five mothers)
- Job offer was withdrawn when pregnancy mentioned (five mothers)
- Told informally that job would not be offered due to pregnancy (five mothers).

4.4 Experiences of mothers with young children at job interviews

In most cases where mothers had attended interviews after the birth of their baby, the organisation was aware the mother had a young child (81%) or the mother mentioned this during the interview (79%). In many cases the mother also mentioned it again after they were offered a job (55%).

Figure 4.3: Mothers' perspective: experiences of mothers with a young child at job interviews (statements read out to respondents)



Around one in four mothers (23%) reported that at least one organisation conducting an interview following the birth of their baby asked if they had a young child. In addition 5% said that they had neither mentioned having a young child nor were asked about it by an employer.

Three in four mothers who had attended interviews after the birth of their baby had been successful at some or all of these interviews, a higher proportion than those who were interviewed when they were pregnant (51%).

Half (47%) of the interviewed who were unsuccessful in all of their job interviews after the birth of their baby (where the employer knew they had a young baby) felt having a young child had affected their chances of success. Mothers who felt having a young child negatively affected their job application (a relatively low base of 74 mothers) gave the following reasons why they felt this was the case:

- It was made clear during the interview that the job would not be offered due to having a young child (19 mothers)
- Respondent felt the employer doubted their commitment to working (16 mothers)

- The employer did not offer part-time / flexible working (13 mothers)
- A question was asked during or after an interview regarding whether the candidate had a young child (six mothers)
- They were on maternity leave at the time of the interview (five mothers).

5 Health and risks

This chapter covers risk assessments, examining the extent to which:

- Employers conduct risk assessments and identify risks and hazards for pregnant women and mothers returning to work after maternity leave
- Discussions about risks take place between employers and pregnant women and mothers returning to work after maternity leave
- Risks are tackled.

5.1 Summary

Nearly all employers (98%) undertook health and risk assessments. It was quite common for these to identify risks for pregnant women or mothers returning from maternity leave: two thirds of employers undertaking risk assessments that had a pregnant worker in the last three years identified specific risks for such staff.

Around two thirds of mothers (62%) reported that their employer initiated a discussion about potential risks arising from their pregnancy, and almost half (49%) of mothers overall were informed of actual risks to them or their baby. However, almost one in five women (19%) identified risks not identified by their employer.

Around half of workplaces that had managed a pregnant worker in the last three years (53%) had changed the duties of pregnant employees as a result of risks they had identified for these staff. In comparison one in nine that had women return to work following maternity leave (11%) had done so for mothers returning from maternity leave. Results on both measures varied widely by sector.

Findings were similar among mothers: most that had been made aware of risks by their employer felt all the risks were tackled (77%), but one in five (19%) felt that only some of these risks were tackled and a small proportion (2%) felt none were dealt with. Risks identified by the mother and raised with the employer were less likely to have been tackled: almost two thirds (62%) of mothers felt these risks were not fully dealt with. Overall almost half (48%) of mothers said their employer did not initiate a discussion about risks or that not all the risks identified were tackled.

Where mothers said risks were not fully tackled, it was most common for mothers to continue working in the same job role (72%). However, two in five (38%) mothers said it led to them starting maternity leave earlier than they wanted, and more than a quarter taking sick leave (28%). One in five (22%) of these mothers said they left their employer as a result of these risks not being tackled.

5.2 Risk assessments

A risk assessment involves an employer thinking about what might cause harm to employees and deciding whether they are taking reasonable steps to prevent that harm. An employer is legally required to carry out a general risk assessment, although employers with fewer than five employees do not need to write anything down.

Employers are not legally required to conduct a specific risk assessment once an employee informs them they are pregnant. However, as part of the process of carrying out a general risk assessment for their employees, employers should consider employees of childbearing age, including pregnant women and new mothers, assessing risks that may arise from any process or working condition.

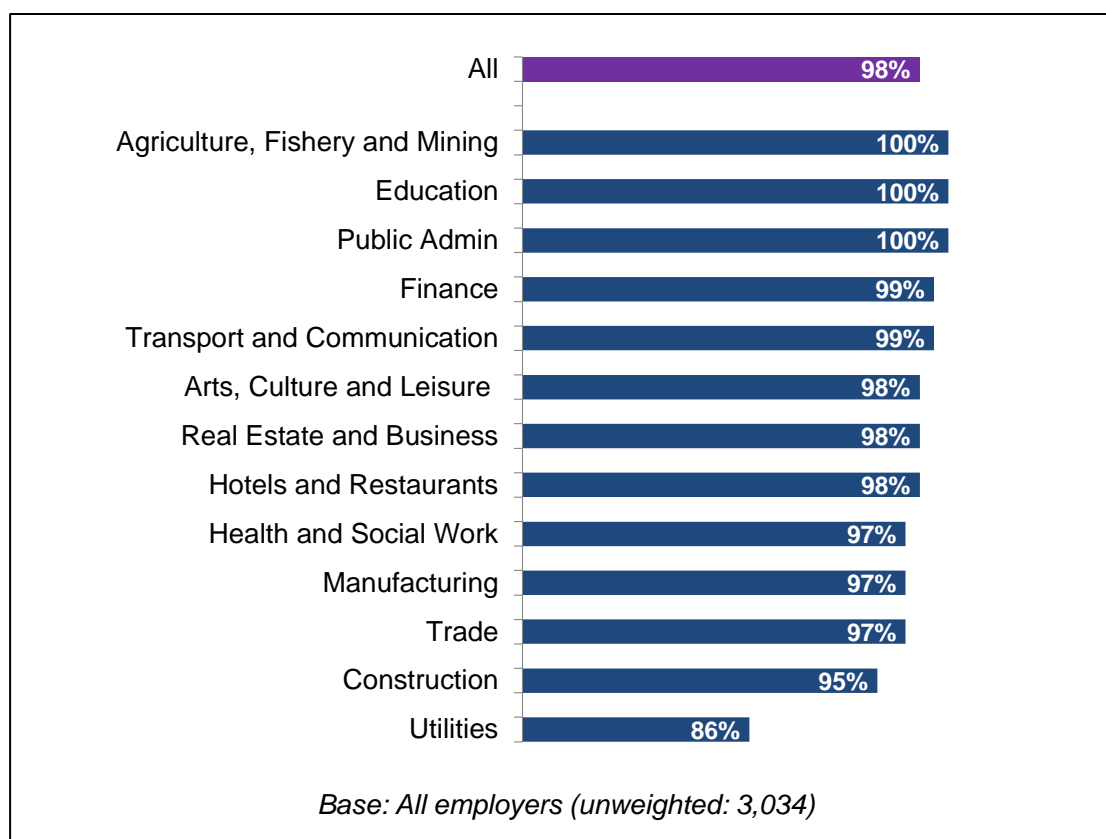
If a significant health and safety risk which goes beyond the normal level of risk found outside the workplace is identified for an employee who is pregnant or a new mother, an employer must temporarily adjust the employees working condition and / or hours, or if that is not possible offer the employee suitable alternative work (at the same rate of pay). If that is not possible, the employee must be suspended from their work on paid leave for as long as necessary to protect their health and safety, and that of the child.

5.3 Employer health and safety risk assessments

Almost all employers (98%) reported conducting a health and safety risk assessment for the activities of their business, with all medium and large sized workplaces doing so, compared with 97% of small workplaces.

Employers in the utilities (86%) sector were the least likely to conduct a health and safety risk assessment for their employees. In comparison all employers operating in agriculture, fisheries and mining, public administration and education undertook risk assessments.

Figure 5.1: Employers' perspective: the proportion conducting risk assessments by sector



Over two in five of all employers who had conducted risk assessments (41%) had identified hazards or risks to pregnant women and mothers returning to work after maternity leave.

The likelihood of identifying hazards or risks for pregnant women or mothers returning to work after maternity leave varied widely by sector. Employers in the following sectors were most likely to have identified such risks:

- Public administration (63%)
- Education (59%)
- Health and social work (55%)
- Hotels and restaurants (54%).

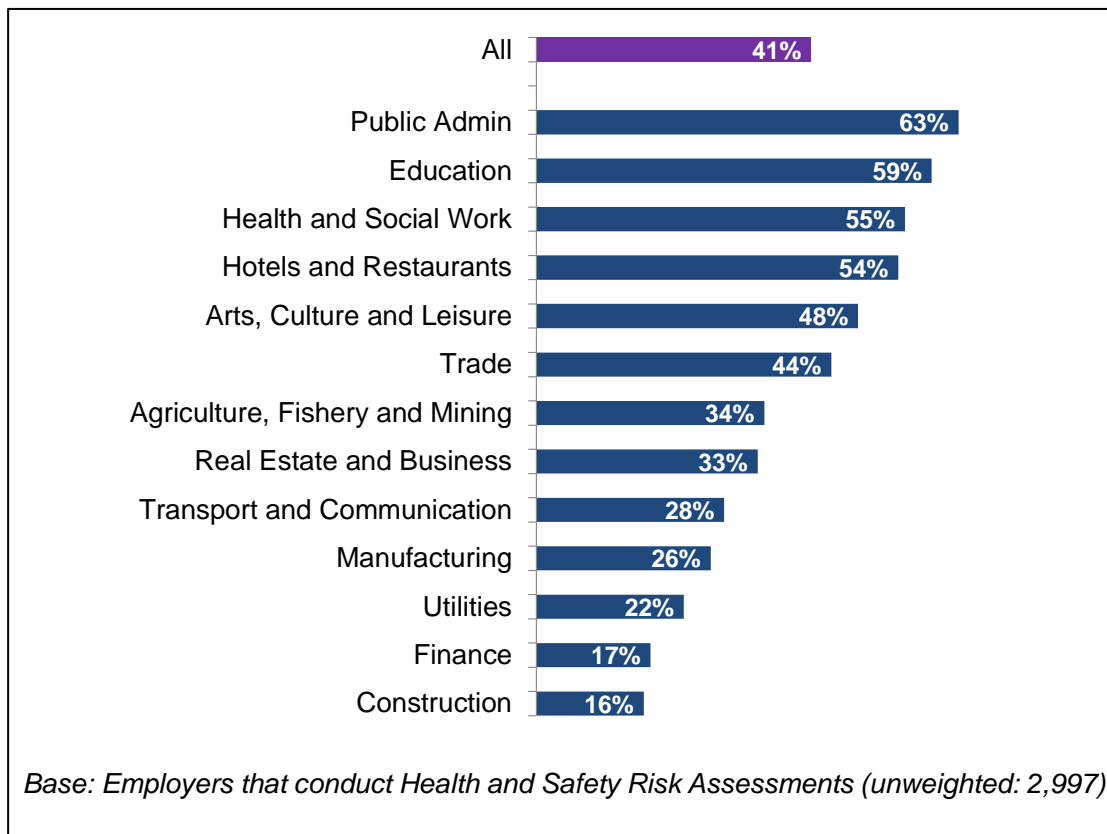
Employers least likely to have identified any risks for pregnant women or mothers returning to work after maternity leave were in:

- Finance (17%)
- Construction (16%)
- Utilities (22%)
- Manufacturing (26%)
- Real estate and business (33%).

Full results are shown in Figure 5.2.

Results also vary by workplace size; medium (66%) and large employers (82%) were far more likely to have identified hazards or risks for pregnant women or mothers returning to work after maternity leave than those with 5-49 staff (38%).

Figure 5.2: Employer perspective: employers identifying risks or hazards for pregnant women or those returning to work after maternity leave, by sector



The figures described in this chapter, and shown in Figure 5.2, have been based on all employers, including those without a pregnancy in their workplace in the last three years. Among workplaces conducting health and safety risk assessments around two in five (41%) had identified risks to pregnant women and new mothers; equivalent to two in three of those with a pregnancy in the last three years.

5.4 Discussions between women and employers about potential risks

Two in three employers with a pregnancy in their workplace or mothers returning to work following maternity leave in the last three years and who had conducted risk assessments had identified risks to pregnant women and new mothers. A similar proportion of mothers (62%) reported that their employer initiated a discussion with them about the potential risks to them or their baby in relation to their pregnancy. Employer initiated discussions on risks were less likely to be reported by mothers:

- On agency, casual or zero hours contracts (46%)
- Aged 35-39 (54%)
- Earning more than £30,000 a year (54%)
- Working in small workplaces of less than 10 employees (56%; this compares with 65% among those where 250 or more people were employed)
- In professional occupations (53%)
- Working in in the following sectors; arts, culture and leisure (48%); finance (51%); transport and communication (52%); real estate and business (54%) or; education (56%).

In 79% of cases where the employer initiated a discussion about potential risks, the employer went on to make the mother aware of actual risks to them or their baby. Overall around half (49%) of mothers were informed by their employer of risks to them or their baby.

5.5 Risks identified by mothers

Almost one in five mothers (19%) said they had identified risks to them or their baby not identified by their employer. Mothers were more likely to identify risks not identified by their employer if they worked in education (24%); health and social work (24%); or, in medium sized workplaces (26%). More than one in four mothers (26%) with a long-term physical or mental health condition identified risks their employer had not.

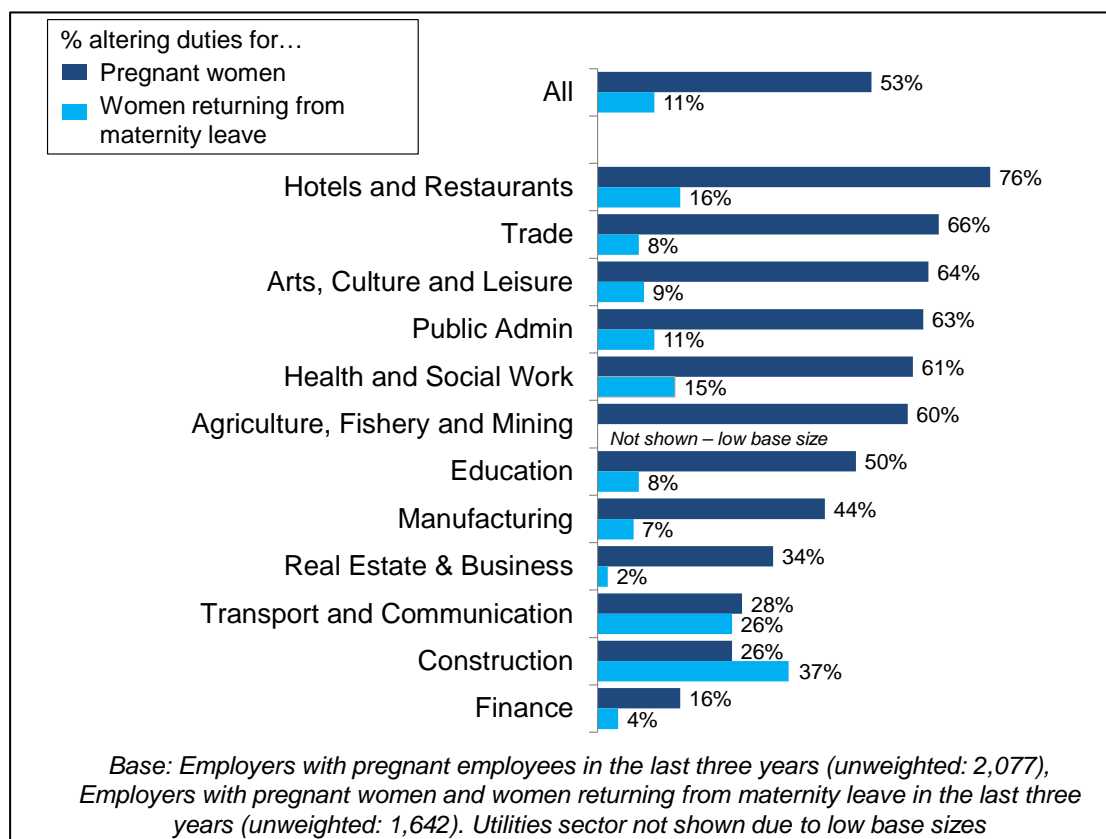
The vast majority of mothers who identified risks themselves raised these with their employer (86%). Mothers in associate professional and technical occupations (95%) were more likely than other mothers identifying risks to raise these with their employer, whereas those in professional occupations (77%) and working in the education sector (74%) were less likely.

5.6 Action taken to address risks by employers with a pregnancy in the last three years

Just over half of employers with a recent pregnancy (53%) said that they altered the duties of at least one pregnant employee due to risks or hazards identified in a health and safety risk assessment. This was higher among large workplaces and public sector employers (76% and 64% respectively). Results were very similar between large public and large private employers (80% and 75% respectively). However, within medium sized employers those in the public sector were far more likely to have altered duties due to risks or hazards identified in a risk assessment (66%) than those in the private sector (56%). Results also varied widely by sector, from 76% in hotels and restaurants to 16% in Finance.

Employers were less likely to alter the duties of mothers returning from maternity leave compared to pregnant employees as a result of identifying risks (11%). Altering duties of returning mothers was more common within large workplaces (22%). The likelihood of duties being altered varied widely by sector (as shown by Figure 5.3): it was highest in construction (37%) and transport and communication (26%), and lowest in real estate and business (2%).

Figure 5.3: Employers' perspective: the proportion altering duties of pregnant employees and of mothers returning from maternity leave due to risks identified, by sector



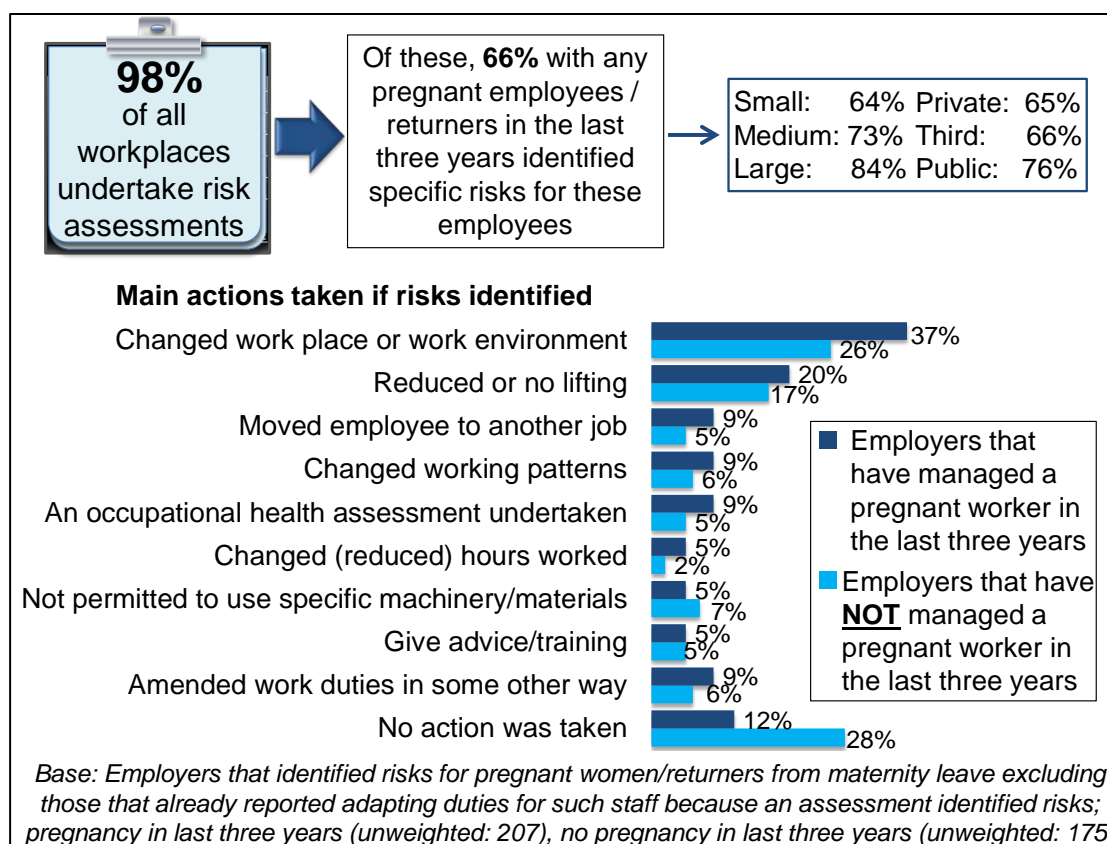
More employers had altered the duties of any of their pregnant employees (65%) than of any mothers returning from maternity leave (45%). Where they had altered duties, it was more likely to have been as a result of risk assessments for pregnant employees (82%) than for mothers returning from maternity leave (23%). By far the most common reason for altering the duties of those returning from maternity leave was that the woman requested the change (85%).

Employers were asked to give examples of actions they had taken to alter the work duties as a result of risks being identified for pregnant employees and mothers returning from maternity leave. The most common actions were: changing the work environment for pregnant women or mothers returning to work after maternity leave (31%) for example moving to a ground floor location or being given a new chair, and reducing or removing any requirement for lifting (19%). Other actions included changing work patterns (8%); moving the employee to another job role (7%); undertaking an occupational health assessment (7%); and, preventing the employee from using specific machinery and / or materials (6%).

However, around one in five employers (21%) who identified risks for pregnant employees or mothers returning from maternity leave took no action. This was higher in small workplaces (23%) than in medium (6%) and large establishments (5%).

Figure 5.4 summarises findings presented in this chapter among employers regarding risk assessments.

Figure 5.4: Employers' perspective: summary of risk assessment practice and actions taken for identified risks



5.7 Mothers' perspective on whether risks were tackled

Overall almost half of mothers (49%) said they were informed by their employer of risks to them or their baby. Most of these mothers (77%) felt all the identified risks were tackled. However, around one in five (19%) felt that only some of the risks were tackled and a small proportion (2%) felt none were dealt with.

Where employers identified risks, mothers who had worked for their employer for less than a year before going on maternity leave were twice as likely to state they were not completely tackled as those who had worked for their employer for more than five years (18%). It was also more common for mothers working in care, leisure and other service occupations (32%); those working in the health and social work sector (26%); and, those working part-time (26%) to say risks were not completely tackled.

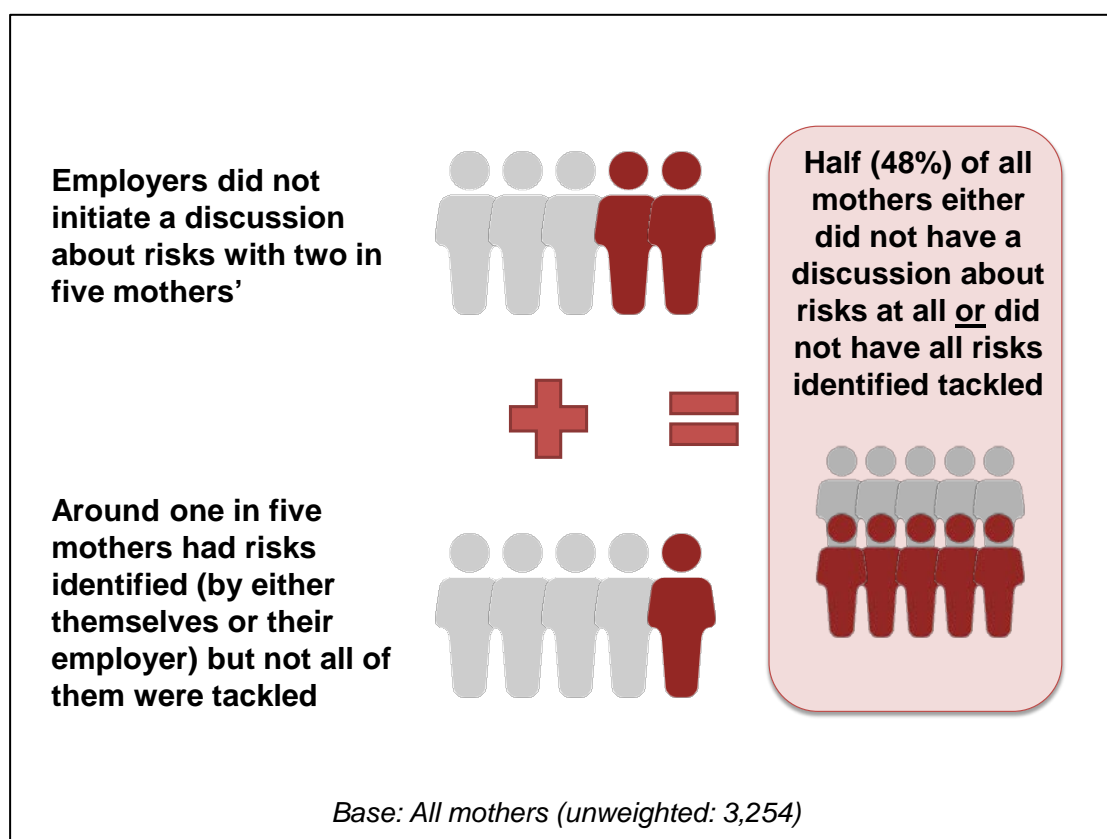
Employers were less likely to tackle risks identified and raised by pregnant women themselves. One in five mothers (19%) felt they had identified risks that their employer had not tackled, and most (86%) raised these risks with their employer. However, in two-thirds (62%) of cases where these risks were raised the risks were not fully tackled: almost two in five of these mothers (37%) said only some of the risks were tackled and one in four (25%) felt that none had been dealt with.

Overall almost half of mothers (48%) said either their employer did not initiate a discussion about risks or had not tackled all the risks that they (the employer) had identified. These mothers were more likely to be:

- On higher salaries (52% of those earning £30,000 a year or more; 63% of those earning £60,000 a year or more)
- Working for smaller employers (56%)
- Working in the arts, culture and leisure sector (66%); real estate and business sector (54%) or the education sector (54%).

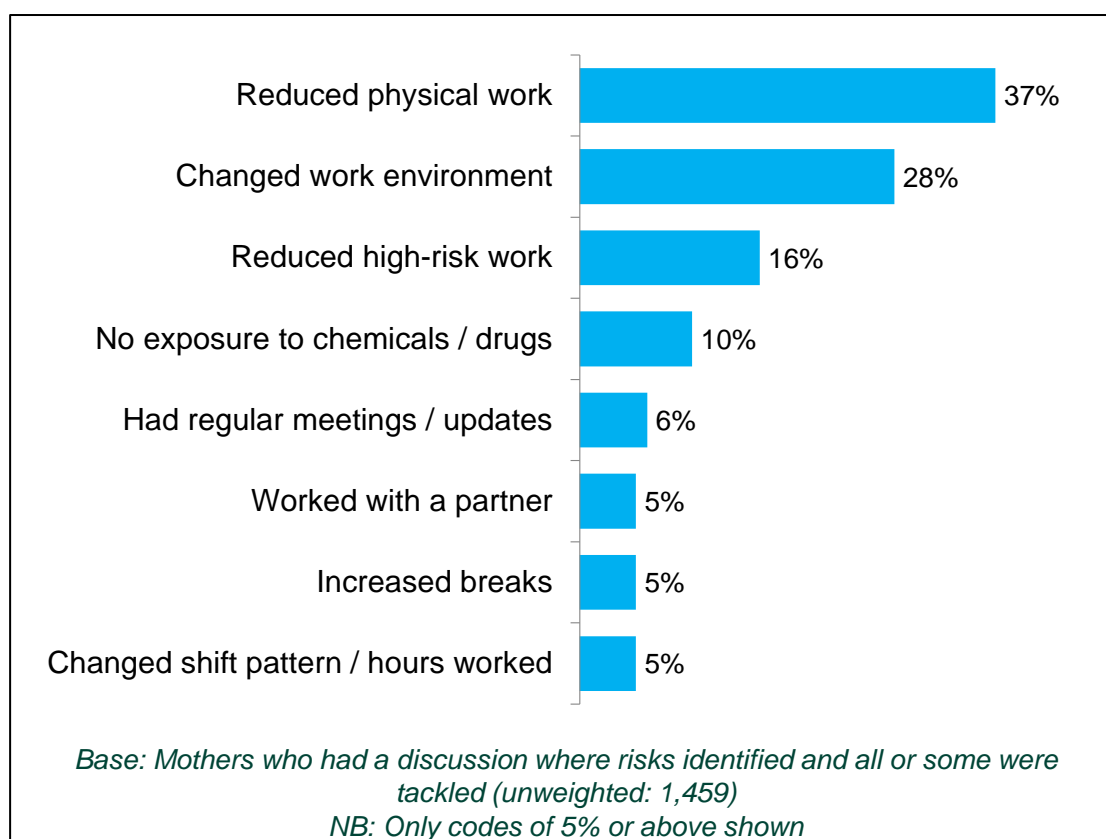
Figure 5.5 presents the proportion of mothers whose employer did not initiate a discussion on risks with them; where risks were identified and not all of them were tackled; or both.

Figure 5.5: Mothers' perspective: summary of mothers' perspective on employer's risk assessment practice



Where mothers said that risks were identified and tackled it was most common for the employer to manage risks by reducing physical work (37%) or changing the work environment (28%), for example moving to a ground floor location or being given a new chair. These were also the most common actions reported by employers (though changing the work environment was the most common response for employers). The full list of ways in which mothers said employers had dealt with the risks is outlined in Figure 5.6.

Figure 5.6: Mothers' perspective: how mothers report their employer dealt with risks



5.8 Response of mothers where risks not fully tackled

Where risks were identified (either by the employer or mother) but not fully tackled, mothers most commonly carried on working in the same job role despite the risks (72%). Around one in five (22%) left the organisation as a result of these risks not being tackled, rising to almost two in five among those with a long-term physical or mental health condition (37%). Leaving the organisation was less common among full-time staff (17%), managers, directors and senior officials (6%) and professionals (5%).

Other responses to risks not fully tackled included starting maternity leave earlier than they ideally wanted (38%); making informal arrangements with colleagues to swap duties (38%); and, taking sick leave (28%).

6 Communication

This chapter covers employers' formal and informal contact with mothers on maternity leave, as well as their awareness of KIT (Keeping In Touch) days and the extent to which mothers on maternity leave used these. The final section of the chapter explores the problems mothers experienced with communication during maternity leave.

6.1 Summary

Most workplaces (77%) with recent experience of managing a pregnant employee over the last three years reported that they had formal or informal contact with employees on maternity leave.

The level of contact that employers had with employees on maternity leave varied greatly between different types of workplace:

- Large employers tended to have formal or informal contact with employees on maternity leave, typically to keep these employees up to date, and they were also more likely to be aware of KIT days and to use them
- Small private sector employers were much less likely to have either formal or informal contact with employees on maternity leave, or be aware of KIT days. Where contact was made by smaller employers it was more likely to have consisted of checking on the welfare of the mother and baby.

Employer opinions were mixed as to whether contacting employees on maternity leave could be interpreted as putting them under pressure to return to work sooner. Three in 10 employers (29%) felt this could be the case.

Just under half of mothers (45%) reported that they experienced some kind of problem around employer contact whilst on maternity leave. By far the most common problem cited was too little contact from their employer (26%).

Just over half (57%) of all employers were aware of KIT days, and a quarter had made use of them. Awareness of KIT days increased with workplace size, with the largest employers most likely to be aware (97%, compared with 86% of medium employers and 53% of small employers). Public sector employers were also most likely to be aware of KIT days; 82% compared to 68% of the third sector; and, 52% of private sector employers.

6.2 Contact during maternity leave

While employees are on maternity leave, employers are legally required to keep them informed of issues which may affect them, such as promotion opportunities or job vacancies.

The amount and type of contact between an employee and employer must be 'reasonable'.

Women are also allowed to work for up to 10 days during maternity leave without it affecting their maternity pay. These are called 'Keeping in Touch (KIT) Days' which are intended as an opportunity to work and are not designed to replace other forms of communication with employees on maternity leave.

6.3 Employers' perspective: contact during maternity leave

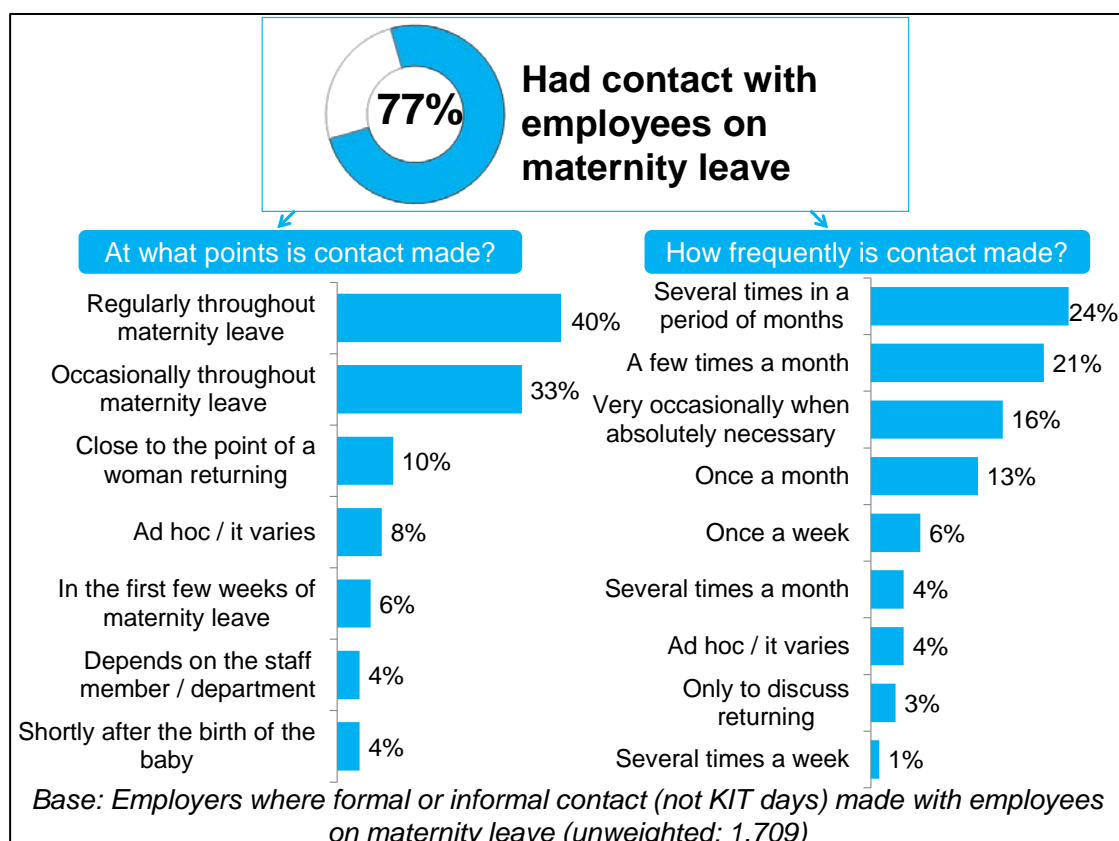
Three in four employers (77%) with a pregnancy in the last three years reported that they had contact with women on maternity leave (formally or informally), aside from KIT days.

Large employers (92%) and medium sized public sector employers (93%) were most likely to have contact with women on maternity leave⁴. Small private sector employers were least likely (72%). In line with this, in terms of industry sector those most likely to have contact with women on maternity leave were in the public administration (89%) and health and social work sectors (84%); those least likely were in manufacturing and hotels and restaurants sectors (67% and 70% respectively).

Most employers who had contact with women reported that contact took place either regularly (40%) or occasionally (33%) throughout the maternity leave period. It was most common for employers to report contact either a few times a month (21%) or several times over a period of months (24%). Figure 6.1 summarises the nature of employer contact with those on maternity leave.

⁴ There is no significant difference between large private sector employers (91%) and large public sector employers (95%) in terms of other formal and informal contact with women on maternity leave.

Figure 6.1: Employers' perspective: contact with women on maternity leave outside of KIT days



Aside KIT days, around one in eight employers (13%) reported that they did not have either formal or informal contact with women on maternity leave. Employers with a minority (49% or less) of female employees (18%) and those in the manufacturing sector (22%) were least likely to have contact.

One in 10 employers said they did not know whether they had contact with women on maternity leave.

Almost half (48%) of employers who made contact reported that this was to keep women 'in the loop' generally, and a further quarter said that it helped to keep those on maternity leave up to date with developments in the workplace. Just over one in three (36%) made contact to check on the welfare of the mother and the baby. Other reasons for contact included discussing plans for return to work (23%); social contact (16%); and, helping those on maternity leave to maintain skills (3%).

Larger employers were most likely to contact women on maternity leave to keep them 'in the loop' (61%) or up to date (46%), whereas small employers were the most likely to be checking on the welfare of the mother and baby (38%) or for social reasons (19%).

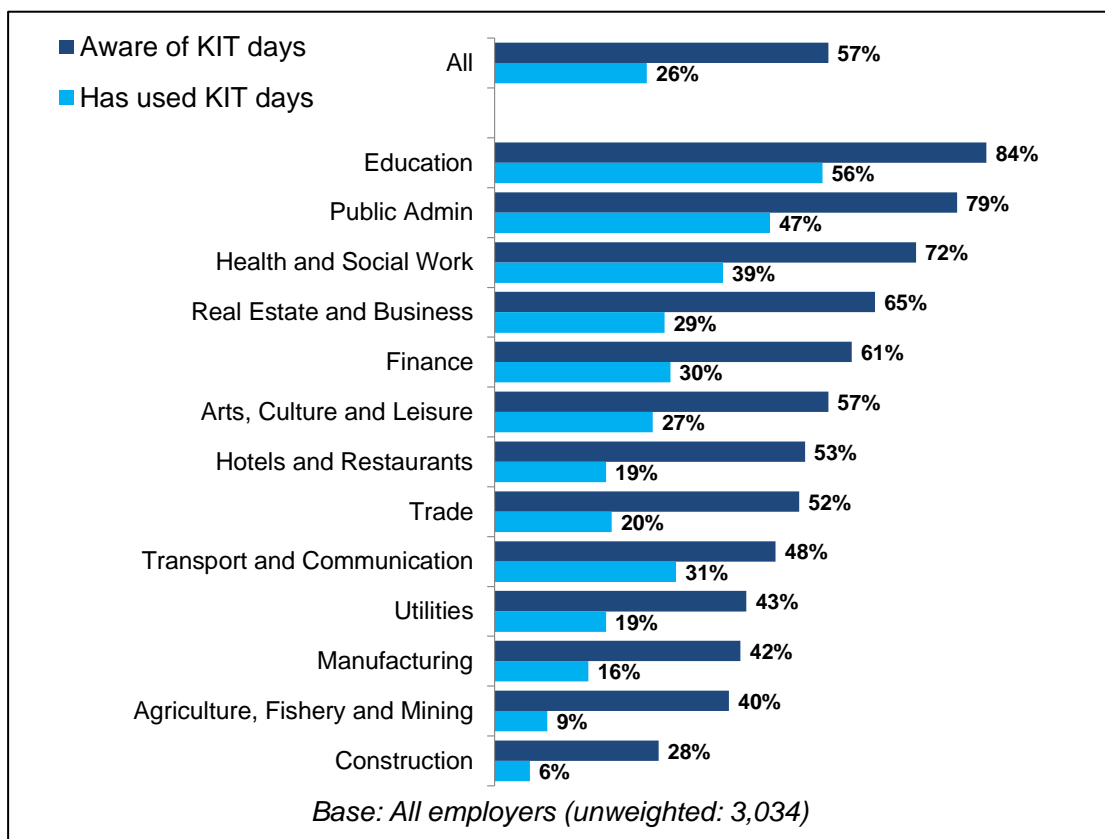
6.4 Employers' awareness and usage of KIT days

Around three in five (57%) employers were aware of KIT days. Awareness of KIT days increased with workplace size, with the largest employers most likely to be aware (97%, compared with 86% of medium employers and 53% of small employers). Small private sector employers were the least likely to be aware (49%).

Around one in four of all employers (26%) had made use of KIT days. Larger employers were much more likely to use them, (88%) compared around one in five (21%) small employers. Across all sizes of employer, those in the public sector were also more likely to make use of KIT days than those in the private sector (overall 89% of public sector employer had compared with 69% in the private sector).

There was considerable variation in employer awareness and use of KIT days by industry sector as is shown by Figure 6.2.

Figure 6.2: Employers' perspective: awareness and use of KIT days, by sector

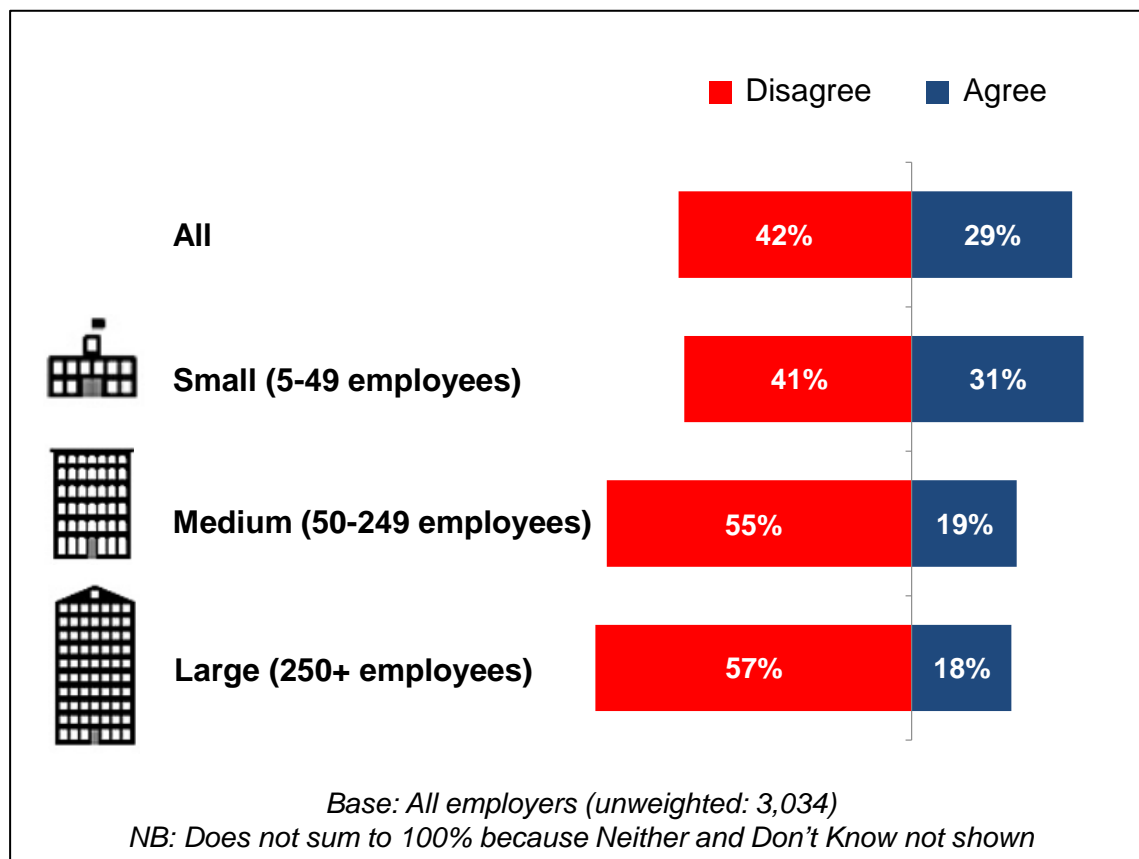


6.5 Employers' perspective: contacting mothers on maternity leave and potential pressure to return

Around three in 10 employers (29%) agreed that contacting women on maternity leave could be interpreted as putting them under pressure to return to work sooner; around four in 10 (42%) disagreed. The remaining 28% neither agreed nor disagreed. Large and medium employers were less likely to agree that contact could be interpreted as putting women under pressure to return to work sooner. Figure 6.3 shows how perceptions differed by size of employer.

Employers in the public administration and defence sectors were most likely to disagree that contacting an employee on maternity leave may be interpreted as putting them under pressure to return to work sooner (59%).

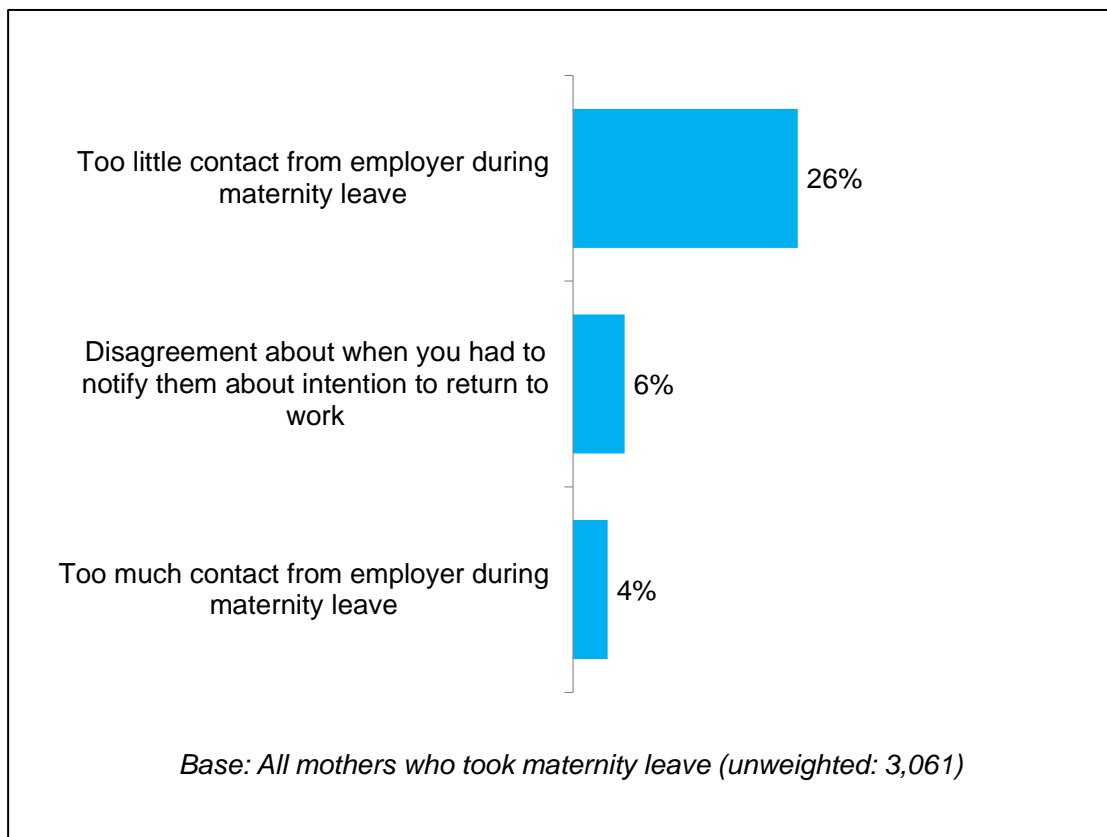
Figure 6.3: Employers' perspective on whether contacting women on maternity leave could be interpreted as pressure to return to work



6.6 Mothers' views: problems experienced with communication during maternity leave

Figure 6.4 shows a range of problems mothers experienced during maternity leave that related to communications with their employer. By far the most common problem, cited by one in four mothers (26%), was too little contact from their employer. Of these mothers, 62% would have liked general updates about what was happening at work. In addition, around one in 10 said they would have liked either a response to their queries (12%) (where their employer didn't respond); or a quicker response (9%).

Figure 6.4: Mothers' perspective: communication problems experienced during maternity leave



Mothers most likely to report they had too little contact on maternity leave were:

- Those with a long-term physical or mental health condition (36%)
- Working in the transport and communication sector (34%)
- Under 25 (33%)
- In caring, leisure and other service (34%) or associate professional and technical (30%) occupations.

Conversely, 4% felt they received too much contact from their employer whilst on maternity leave. This unwanted contact tended to be about general work issues (51%); wanting them to work while on maternity leave (29%); or, wanting them to return to work (26%).

Mothers reporting they had too much contact from their employer were more likely to be working in the education sector (6%); or to be earning over £30,000 a year (6%).

Mothers employed on casual, agency or zero hours contracts were more likely to report disagreement about when they had to notify their employer about their intention to return to work (15%).

7 Requests for flexible working

This chapter explores whether various flexible working practices are made available by employers; and where they are, whether they are offered to pregnant women and / or returning mothers. It also covers the number of requests for flexible working made by pregnant women in the last three years; whether employers granted these requests; and, in cases where they were rejected, the reasons why.

From the mothers' perspective, the chapter explores employer responses to requests for flexible working and in cases where these were granted, whether mothers experienced any negative consequences as a result. In addition, it examines why mothers who would have ideally liked to request a change in working patterns did not do so.

Employers were asked about their provision of flexible working practices. Mothers were asked whether they had made a request for any of five specific practices.

7.1 Summary

Nearly six in 10 (58%) employers with a pregnancy in the last three years in their workplace had received requests for flexible working from pregnant employees or those on or returning from maternity leave. The majority of employers said they granted all the requests they had received (84%). Nearly seven in 10 (68%) mothers said that they had made a request for one or more type of flexible working and in most cases requests were approved straight away or after some discussion with their employer.

However, around half of mothers who had their flexible working request approved said they were subjected to unfavourable treatment as a result:

- One in three (32%) said they felt uncomfortable asking for time off or additional flexibility
- One in three (29%) said they were given fewer opportunities than other colleagues at the same level
- Around one in six said they received negative comments from employer or colleagues (16%); were given more 'junior' tasks than previously (15%); or, felt their opinion was less valued (16%).

Additionally, four in 10 mothers (38%) said they would have liked to work more flexibly but did not request this because they were concerned it would not be approved or that it would lead to negative consequences.

7.2 Flexible working

The term ‘flexible working’ describes a type of working arrangement which gives some degree of flexibility on how long, where, when and at what times employees work. The flexibility can be in terms of working time, working location or the pattern of working.

There have been several changes to flexible working legislation in recent years some of which also have an impact on workplace management of pregnancy and maternity arrangements. These include the introduction of the Work and Families Act (2006); changes to the rules governing carer’s requests for flexible working (2007); Additional Paternity Leave Regulations (2010); and, the extension of the right to request flexible working to all employees after 26 weeks of service (June 2014). In addition, Shared Parental Leave was introduced in April 2015 allowing fathers to share up to 50 weeks maternity leave with the child’s mother.

The Fourth Work Life Balance (WLB4) survey (2013)⁵ showed that 40% of employers offering any flexible working practices had received at least one request to work flexibly in the last 12 months, the same proportion as reported in the Third Work Life Balance (WLB3) survey (2007)⁶. In addition, as in WLB3, most establishments (91%) had accepted all requests with only 9% turning any down and the majority of these only turning down one.

7.3 Availability of flexible working practices: Employers’ perspective

The vast majority (96%) of employers offered at least one flexible working practice: just 4% offered none. This increased to 7% among employers where a minority of staff were female (i.e. less than half). Similarly, some of the industries which traditionally have a lower female workforce such as utilities (23%); construction (13%); and, agriculture, fishery and mining (10%) were most likely to have no flexible working practices available.

Figure 7.1 shows the proportion of employers where each flexible working practice was available to some or all workers. The most widespread practice available was part-time working, followed by reduced working hours; with these available for more than four in five employers (86% and 82% respectively). Around three in five employers offered staggered hours and flexi-time working. All other practices were

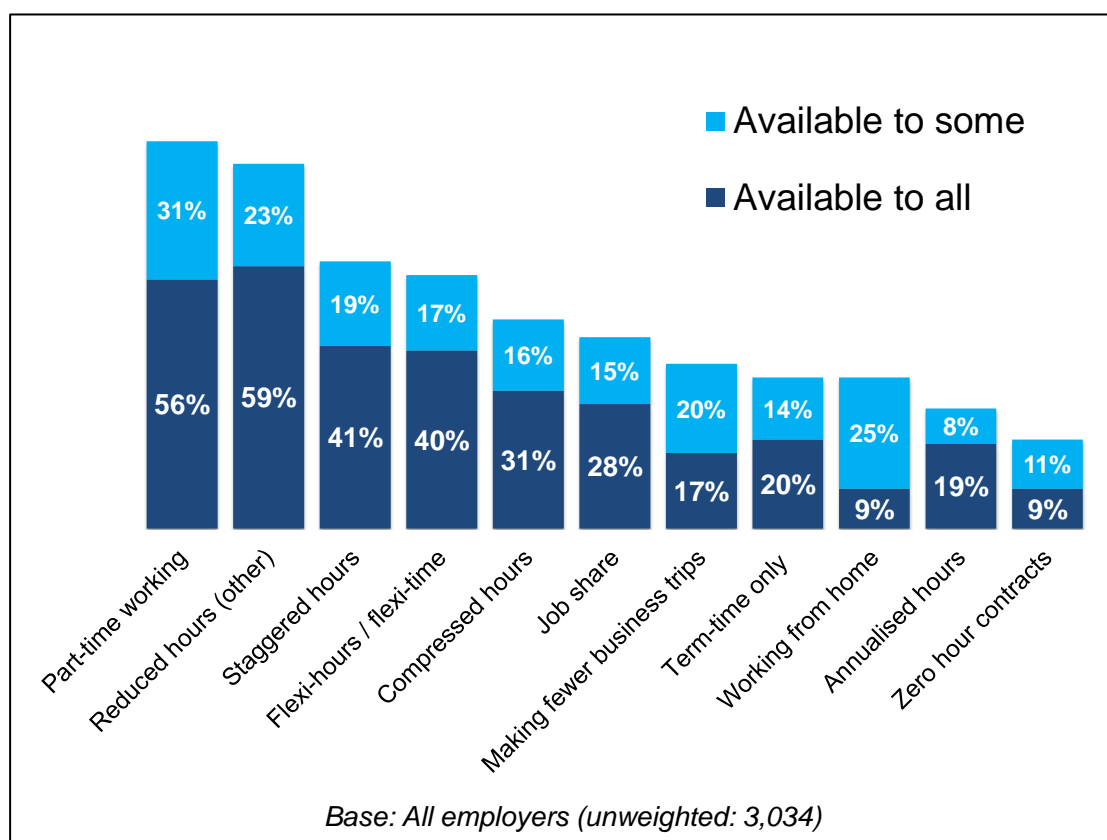
⁵ Fourth Work-life Balance Survey of Employers, BIS, February 2015
<https://www.gov.uk/government/publications/fourth-work-life-balance-employer-survey-2013>

⁶ Third Work-life Balance Survey of Employers, BIS, December 2007
<https://www.gov.uk/government/publications/third-work-life-balance-employer-survey-main-findings>

available in at least a third of employers apart from annualised hours (27%) and zero hours contracts (20%). Note that although included here, zero hours contracts tend to an employer-led flexibility rather than employee-led. The Fourth Work Life Balance Survey of Employers' (WLB4) survey (2013) reported on workplace availability of these practices (apart from staggered hours, making fewer business trips and zero hour contracts). Although questions on availability were worded differently, patterns across the two surveys were broadly similar.

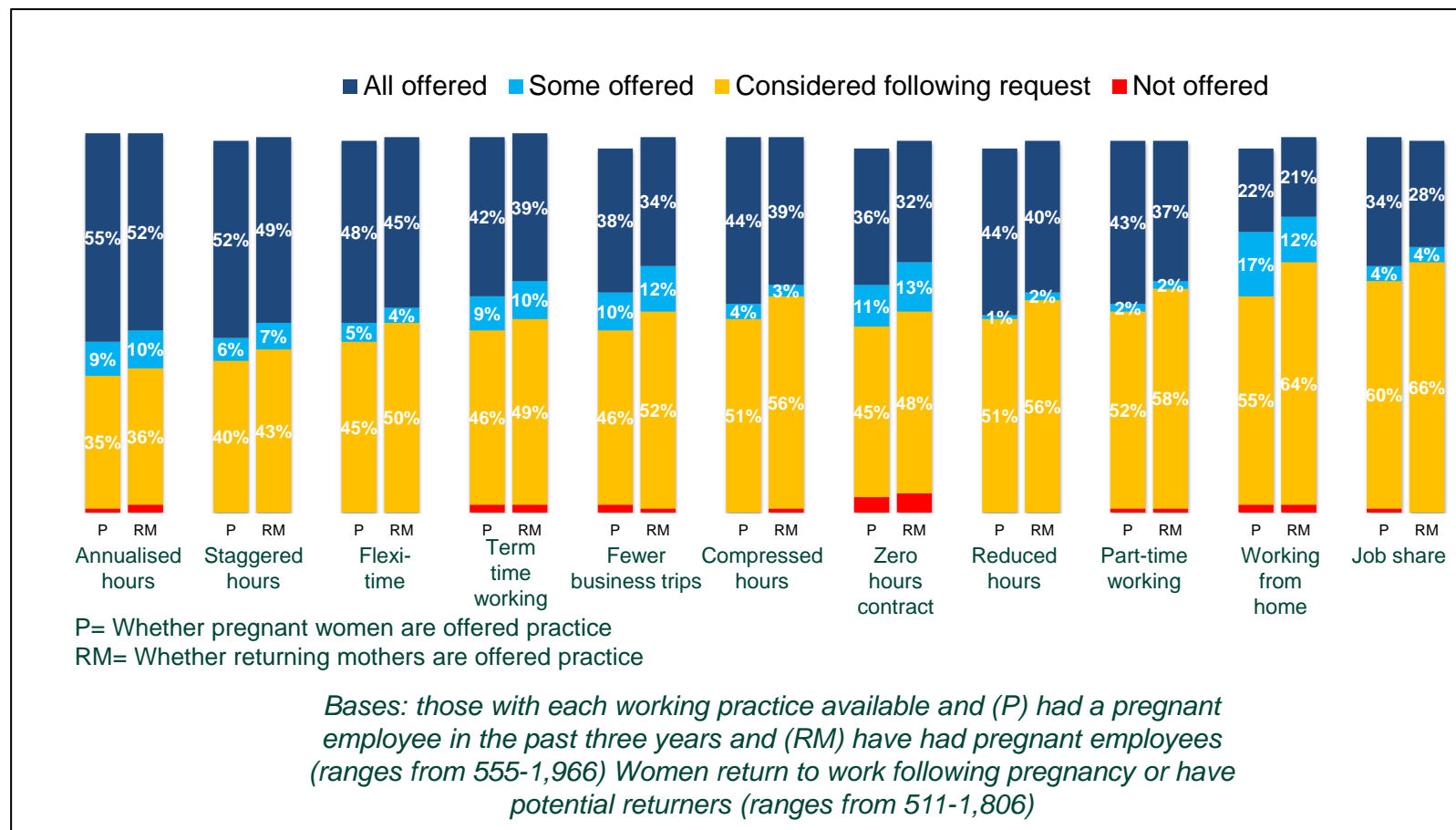
Where offered, the flexible working practices tended to be available to all employees (rather than just some groups). The exceptions were making fewer business trips; working from home; and, zero hours contracts.

Figure 7.1 Employers' perspective: availability of flexible working practices in workplace



Where employers said they had a flexible working option available to at least some staff they were asked if they explicitly offer it to all or some pregnant women / women returning from maternity leave; consider it only when it is requested; or, whether they do not offer it to any pregnant or women returning from maternity leave (Figure 7.2).

Figure 7.2: Employers' perspective: employers provision of flexible working practices for pregnant women/women returning to work from maternity leave



Pregnant women or those returning from maternity leave were most likely to be offered flexible working practices that related to the hours that they worked. More than half of employers that offered annualised hours and staggered hours, offered them to all or some pregnant women (64% and 59% respectively) or women returning from maternity leave (62% and 56%).

Employers were less likely to offer job sharing and working from home. Just under two in five employers with working from home or job sharing available offered these to all or some pregnant women; 39% and 38% respectively. This fell to around a third for women returning from maternity leave (33% and 32% respectively).

Some flexible working options were more likely to be offered to pregnant women than to mothers returning from maternity leave. The difference was most marked for working from home (39% and 33% respectively); job sharing (38% and 32%); and, working a compressed working week (48% and 42%).

Where employers did not actively offer flexible working practices, nearly all indicated that they would consider a request.

7.4 Requests for flexible working: Employers' perspective

Over half (58%) of employers that had managed a pregnant worker in the last three years had received requests for flexible working from pregnant women or those on or returning from maternity leave. Typically they had received just one or two requests (43%; 14% had received three to 10 requests; and 2% 11 or more).

Most employers said they had granted all of the requests they had received (84%).

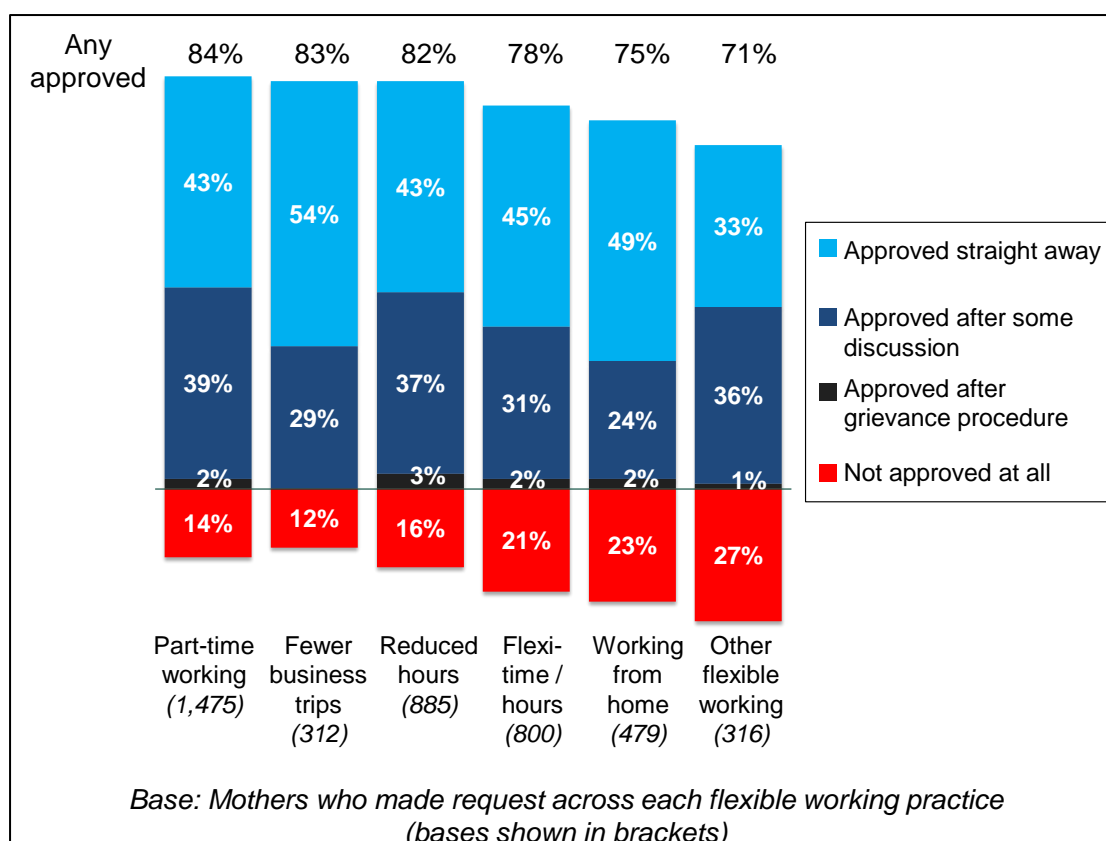
In total, around one in seven (14%) employers had turned down at least one request for flexible working from a pregnant women or mother returning from maternity leave. The main reason for refusing requests was that it did not fit with operational requirements (46%), while a quarter reported it not being possible to reorganise work amongst other staff. Other common reasons for declining a flexible working request included:

- Business would not be able to meet customer demand (20%)
- Flexible working would affect quality and performance (16%)
- People could not be recruited to cover the work (15%).

7.5 Requests for flexible working: Mothers' perspective

Over two thirds of mothers (68%) had made a request for one of the flexible working practices shown in Figure 7.3. For most types of flexible working at least three in four mothers had their requests approved, with the highest proportion for part-time working (84%). It was more common for requests to be approved straight away than after discussion. A minority had their request approved after going through a grievance procedure.

Figure 7.3: Mothers' perspective: approval of flexible working requests made by mothers returning from maternity leave



7.6 Mothers experience of less favourable treatment following approval of a flexible working request

Half of mothers that had a request for flexible working approved said they experienced negative consequences as a result (51%). This was less likely to be experienced by those in small workplaces with fewer than 10 staff (41%) but more likely to be experienced by:

- Mothers earning more than £30,000 (56%)
- Mothers in professional occupations (57%)
- Single mothers (64%).

The most common negative experiences from having a request for flexible working accepted were:

- Feeling uncomfortable about asking for time off or additional flexibility (32%)
- Receiving fewer opportunities than other colleagues at the same level (29%)
- Receiving negative comments from their employer or colleagues (16%)
- Feeling that their opinion was less valued (16%)
- Being given more junior tasks than previously (15%).

7.7 Unmet demand for flexible working and reasons for not making a request

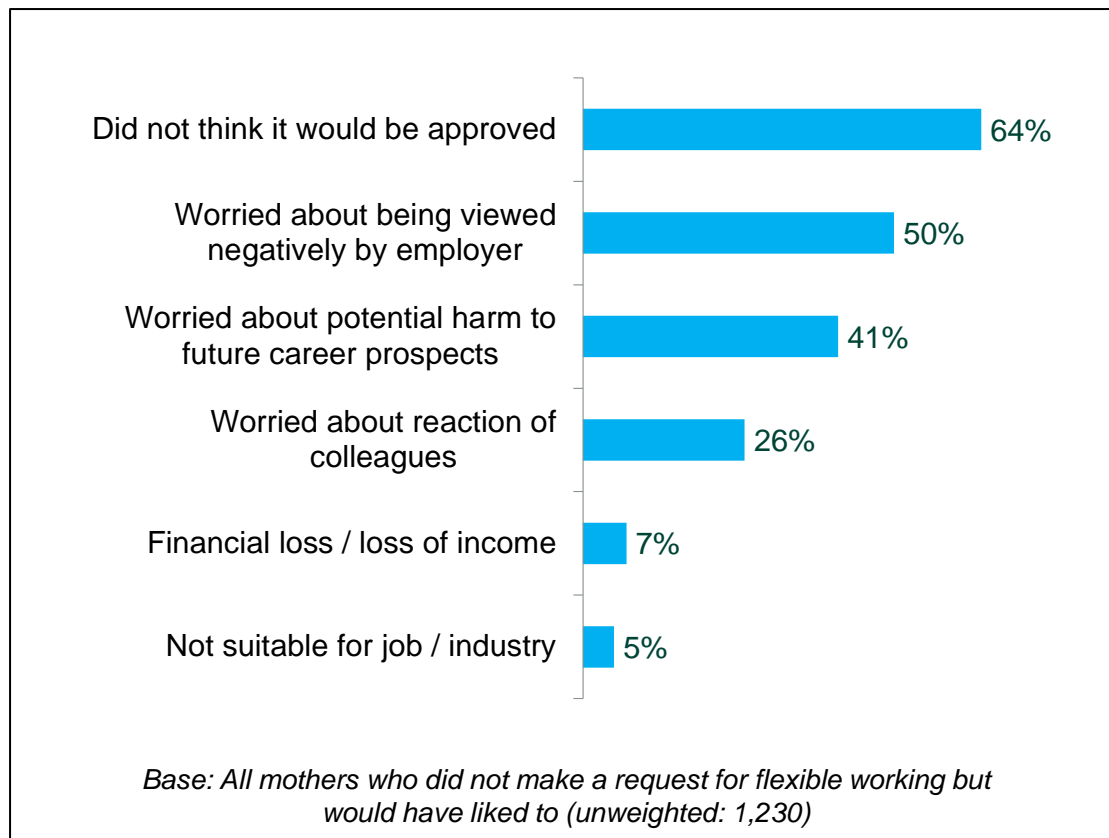
Among all mothers (including those who did make a request for some type of flexible working) around two in five (38%) would have liked a flexible working practice that they did not request.

Among those who did not make a request, interest was highest regarding working flexi-hours, working part-time and reducing hours in some other way. Around one in four mothers would have liked to request each of these types of working (26%, 21% and 22% respectively).

Mothers most commonly chose not to make a request because they believed that it would not be approved (64%). However, half had concerns the request might be viewed negatively by the employer; and two in five had concerns that it would damage their future career prospects (41%). One in four mothers (26%) did not make a request because they were concerned about their colleagues' reaction.

Some mothers were more likely to be affected by concerns about the potential impact of requests for flexible working on their career: ethnic minority mothers, 49%, compared with 39% of white employees; those earning £60,000 a year or more (67%); those in managerial, director or senior official roles (52%); and, those working in the finance (65%) or transport and communication (54%) sectors.

Figure 7.4: Mothers' perspective: reasons why mothers did not request a flexible working practice they would have liked



8 Redundancy and dismissals

This chapter focuses on experiences of leaving work through redundancy or dismissal while pregnant; on maternity leave; or, on the return to work. It explores both employers and mothers' experiences. It also reports on the proportion of mothers who felt that they were treated so poorly that they had to leave work. It should be noted when interpreting this chapter that the period under review was one of economic difficulty and thus overall redundancies were likely to be higher than in times of stability.

8.1 Summary

2% of employers that had managed a pregnant worker in the last three years had made a woman who was pregnant or on maternity leave redundant. Over half (51%) did not offer a suitable alternative position to all or some of these. 1% of employers had dismissed a woman who was pregnant or on maternity leave.

One in nine (11%) mothers left their job because they were made compulsorily redundant and others in their workplace were not, (1%); were dismissed (1%); or were treated so badly by their employer that they felt they had to leave their job (9%). If scaled up to the general population this could mean as many as 54,000 mothers a year leave their job under their circumstances.

Of all the mothers made redundant, over a quarter (27%) were offered an alternative position at the same or higher level. Seven in 10 (71%) of these were offered an alternative position at a lower level or were not offered an alternative position at all.

8.2 Redundancy during pregnancy and maternity leave

If employers are planning to make redundancies, to comply with the law they should ensure that the selection criteria used are objective, fair and non-discriminatory. This includes that the employer must not include pregnancy-related sickness absence or absence on maternity leave as part of the selection criteria for redundancy.

If there are other suitable alternative jobs, Regulation 10 of the Maternity and Parental Leave Regulations (1999) gives employees who are made redundant during either their ordinary or additional maternity leave the right to be offered one of these jobs before any other employee. If employers do not do this then the dismissal is likely to be automatically unfair. Employees on maternity leave must be made aware of any suitable alternative vacancies and offered them without the need to apply. However, if redundancy takes effect following return from maternity leave, the employee no longer has this protection.

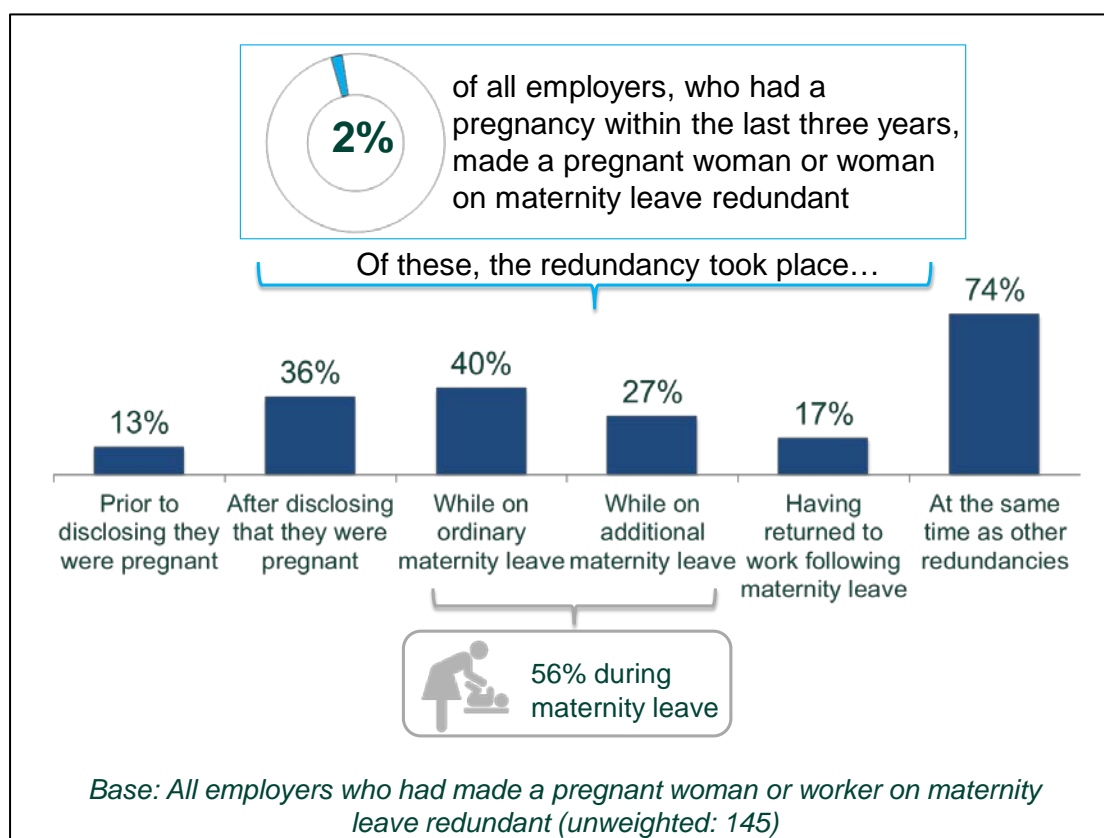
8.3 Employers' experience of prevalence and timing of redundancy

Almost one in four employers (23%) had made staff redundant in the last three years. Of the employers who had a pregnant employee in the past three years, 2% had made a woman redundant while she was pregnant; and 2% had made a woman on maternity leave redundant.

Large workplaces were most likely to make pregnant women and those on maternity leave redundant (13% and 12% respectively). Employers in the finance sector were most likely to make pregnant women redundant (13%). While for those returning from maternity, workplaces with a staff association were most likely to make redundancies (6%).

Employers let women know that they were being made redundant at different stages during their pregnancy, maternity leave or return to work, Figure 8.1. It was most common for employers to let women know they were being made redundant after a woman disclosed she was pregnant or while she was on ordinary maternity leave.

Figure 8.1: Employers' perspective: timing of redundancies amongst pregnant women and those on maternity leave



8.4 Mothers' experience of prevalence and timing of redundancy

One in 20 mothers (6%) were made redundant at some point after they became pregnant. 1% were made redundant whilst pregnant; 3% whilst on maternity leave (3%); and, 2% on their return to work. However, when mothers who took voluntary redundancy (26% of those made redundant), were offered an alternative position at the same or a higher level (27% of all those made redundant) or reported that other employees were made redundant in the same period (67% of all those made redundant) are excluded, the proportion of all mothers made redundant fell to 1%.

A further 3% of mothers had discussed redundancy with their employer.

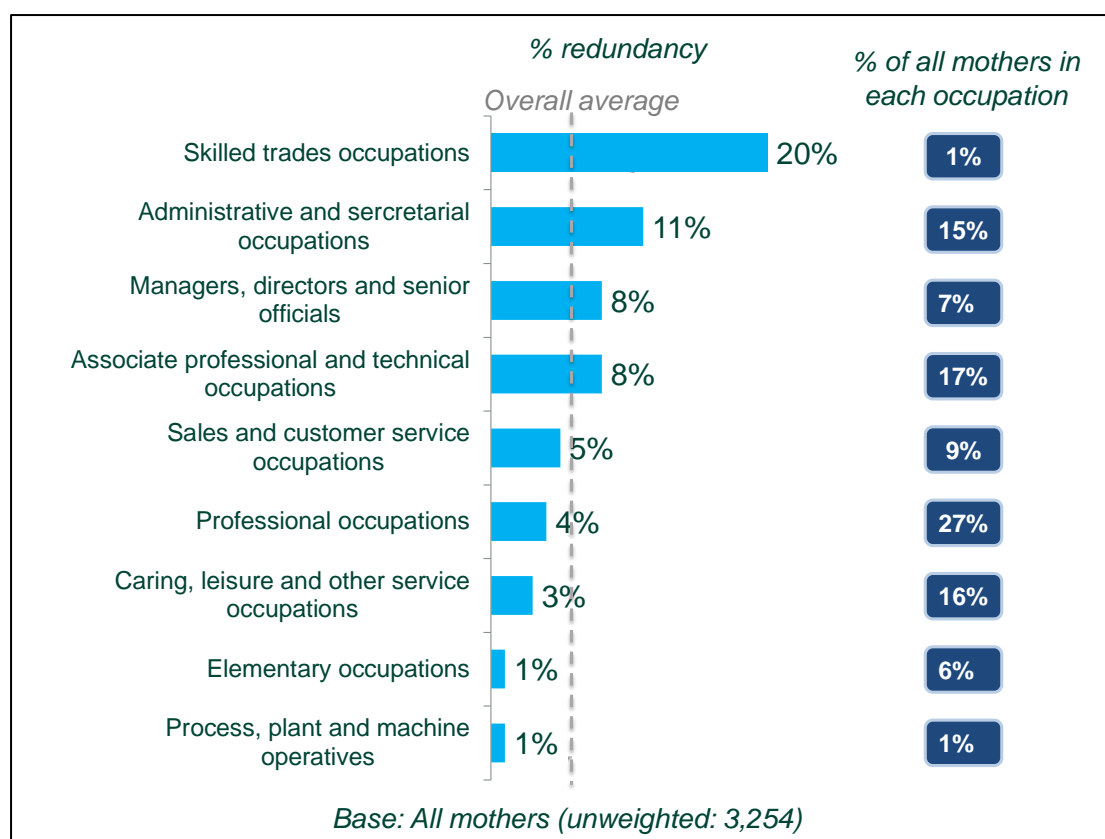
There were differences in the incidence of redundancy (including women who took voluntary redundancy, were offered an alternative position or reported other employees were made redundant in the same period) by the sector and occupation mothers worked in. Mothers working in the following sectors were more likely to experience redundancy:

- Transport and communications (16%)
- Finance (12%)
- Manufacturing (10%).

In contrast, mothers in the public administration (2%); and, health and social work (4%) were less likely to have been made redundant.

The variation in the rate of redundancy by occupational group is shown in Figure 8.2.

Figure 8.2: Mothers' perspective: proportion of mothers made redundant by occupation

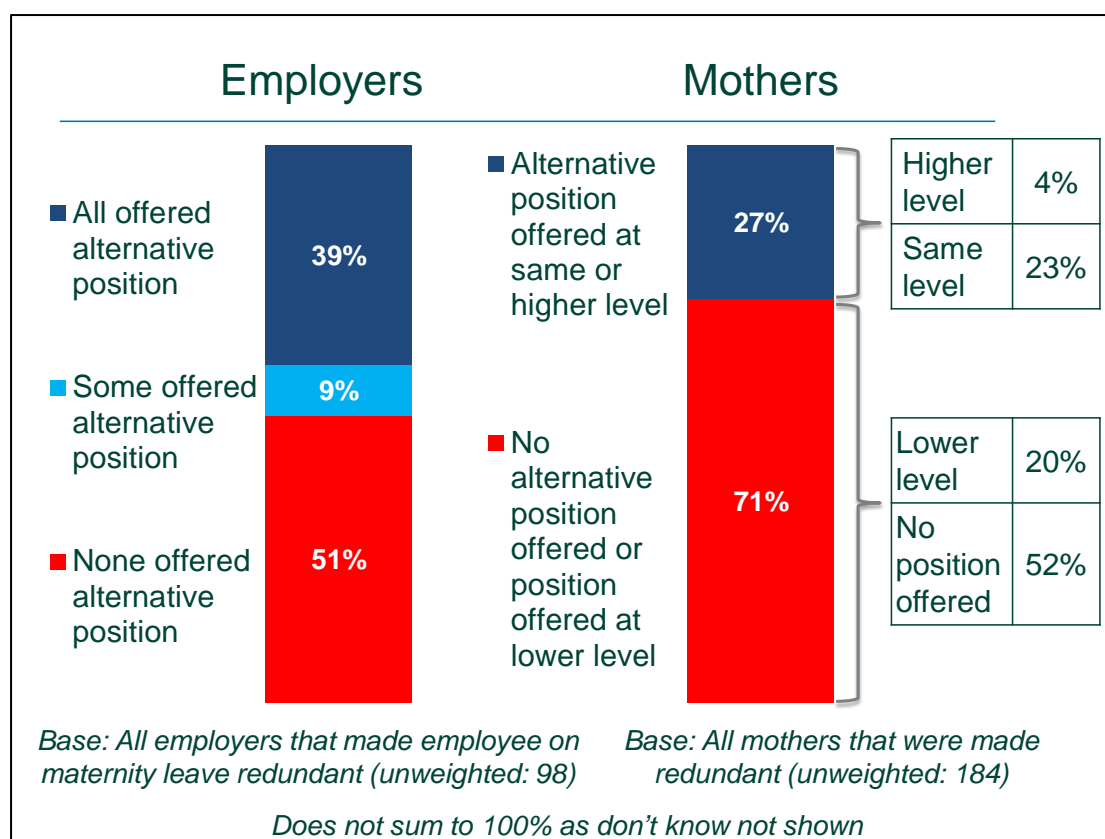


8.5 Alternative positions offered following redundancy

Regulation 10 sets out that women on maternity leave, that are affected by redundancy must be informed of any suitable vacancies available up to the end of their employment contract.

The experience of women being offered alternative positions and employers offering these positions is presented in Figure 8.3.

Figure 8.3: Employers' and Mothers' perspectives: alternative positions offered during redundancy



Just over half of employers (51%) did not offer an alternative position to any of the women that they made redundant.

Of the mothers who had experienced redundancy, almost half (48%) said they were offered an alternative position; although in some cases this was at a lower level (20%). Almost three in 10 (27%) were offered a position at the same or a higher level, and seven in 10 (71%) were offered a position at a lower level or no position at all.

Three in five employers (58%) that had made an employee redundant whilst on maternity leave and offered them an alternative position said they offered the vacancy ahead of other workers in all cases. A further 8% offered the vacancy ahead of other workers in some cases. However, around three in 10 employers (31%) stated that they did not offer this position to women on maternity leave ahead of other employees as legislation requires them to.

8.6 Dismissal

Of the employers that had managed a pregnant woman in the last three years, 2% had dismissed an employee that was pregnant or on maternity leave during that period.

1% of mothers reported having been dismissed at some point between informing their employer of their pregnancy and the point at which they participated in the survey. Of those mothers that were dismissed, 18 were dismissed while still working during pregnancy; 14 while on maternity leave; and, 13 on returning to work. Higher incidences of dismissal were reported by:

- Mothers working in the arts, culture and leisure sector (7%)
- Mothers aged under 25 (6%)
- Mothers earning less than £10,000 a year (4%)
- Single mothers (4%)
- Mothers in caring and leisure service occupations (4%).

A further 2% of mothers said they were threatened with dismissal either whilst pregnant; during maternity leave; or, on their return to work.

8.7 Mothers' experiences of leaving their employer

Around one in 10 mothers (9%) said they were treated so badly by their employer that they felt they had to leave their job. This proportion varied between different groups of mothers; particularly by sector and occupation, as shown by figures 8.4 and 8.5.

Figure 8.4: Mothers' perspective: proportion of mothers feeling so poorly treated that they felt they had to leave, by sector

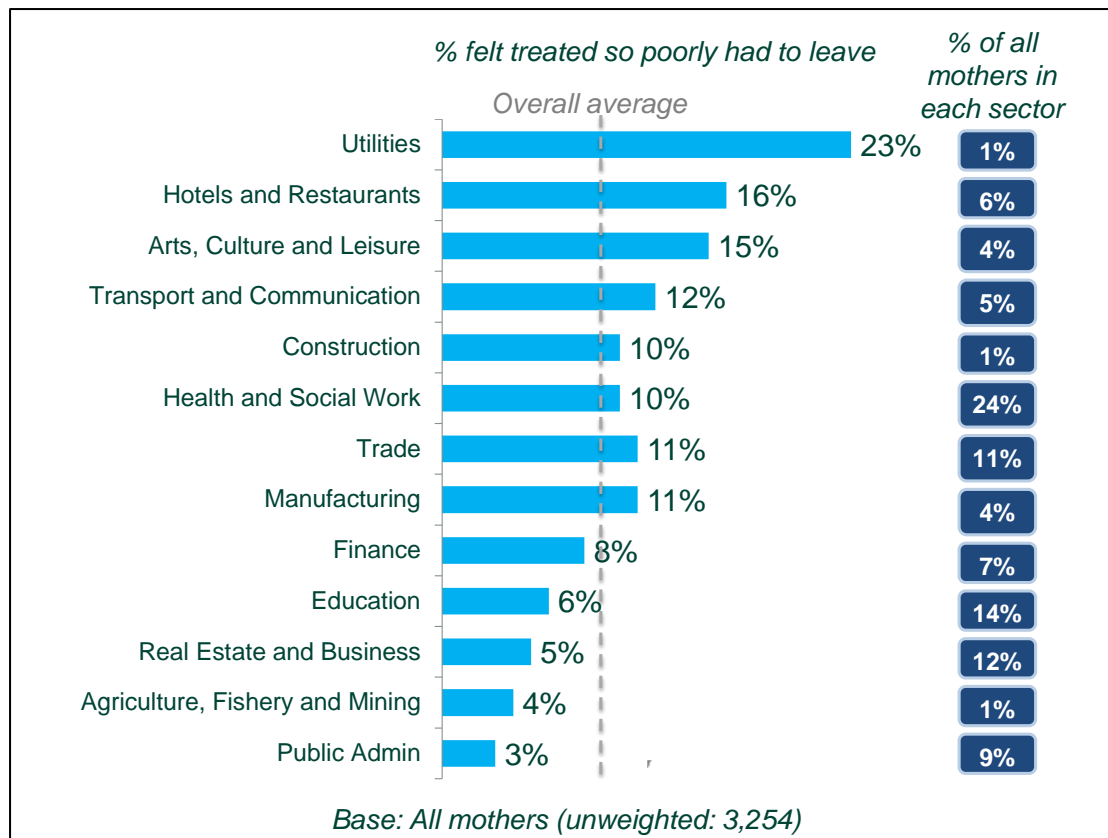
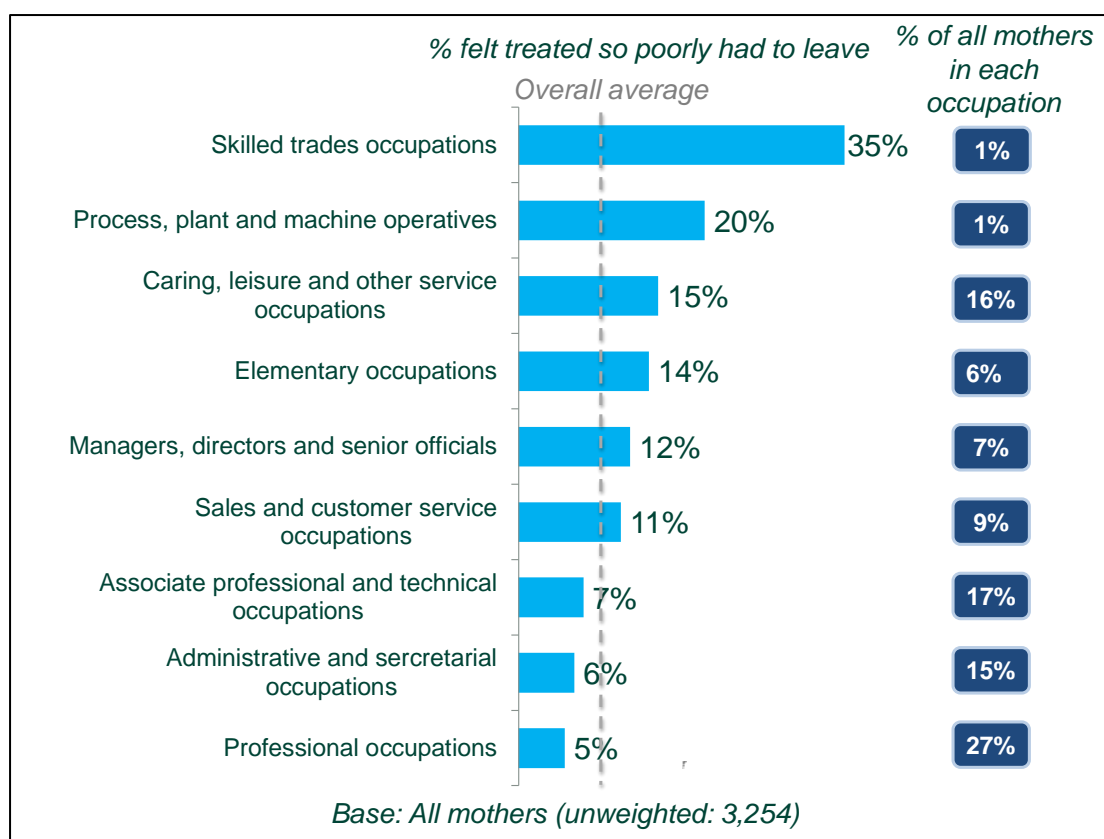


Figure 8.5: Mothers' perspective: proportion feeling so poorly treated that they felt they had to leave, by occupation



Mothers more likely to say they felt so poorly treated they felt they had to leave were:

- Mothers that had been at their employer for less than a year (18%)
- Mothers with a long-term physical or mental health condition (15%)
- Single mothers (15%)
- Mothers earning less than £10,000 a year (13%)
- Mothers aged under 25 (13%).

9 Raising concerns and complaints

This chapter covers raising complaints and concerns, including:

- Instances of formal complaints and informal discussions about perceived unfair treatment
- Outcomes of formal complaints
- Action taken by mothers following problems with their employer
- Informal discussions between managers and HR about managing pregnancy and maternity.

9.1 Summary

Overall 5% of employers with experience in the last three years of a pregnant employee at their workplace or a mother returning to work following maternity leave had received either a formal complaint relating to pregnancy or maternity discrimination and / or had informal discussions with women about perceived unfair treatment in this area in the last three years. Informal discussions were much more common than formal complaints (4% and 1% respectively).

In contrast just over one in five (22%) women reported raising issues either formally or informally regarding problems they experienced with their employer while pregnant, on maternity leave or after returning to work.

Of these women one in five had raised it with either their manager, employer or through an internal grievance procedure.

Where employers had received a formal complaint the most common single outcome was that the complaint was withdrawn (28%). Where a complaint was decided internally it was slightly more common for it be upheld (15%) than for it to be dismissed (9%). Around three in 10 (28%) said the complaint had been resolved.

Almost a quarter (23%) of employers indicated there had been informal discussions between line managers and the person (or department) in charge of HR about managing pregnant women or those on or returning from maternity leave. Most commonly this was to discuss general management of pregnancy and maternity issues (43%) or flexible working (34%).

9.2 Raising complaints and concerns

Informal discussions

Employees are encouraged to explain any concerns or grievances with their employer informally in the first instance, for example by explaining their concern with their manager to see if the problem can be resolved informally.

Formal complaints

Employees are entitled to make a formal grievance complaint if they are not satisfied that any informal discussions have resolved the issue.

Employers are required to outline their grievance procedure, for example in a:

- Company handbook
- Human resources (HR) or personnel manual
- HR intranet site
- Employment contract.

The formal grievance procedure should include the following steps:

- The employee writing a letter to their employer setting out the details of their grievance
- A meeting between the employee and the employer to discuss the issue
- The ability for the employee to appeal their employer's decision.

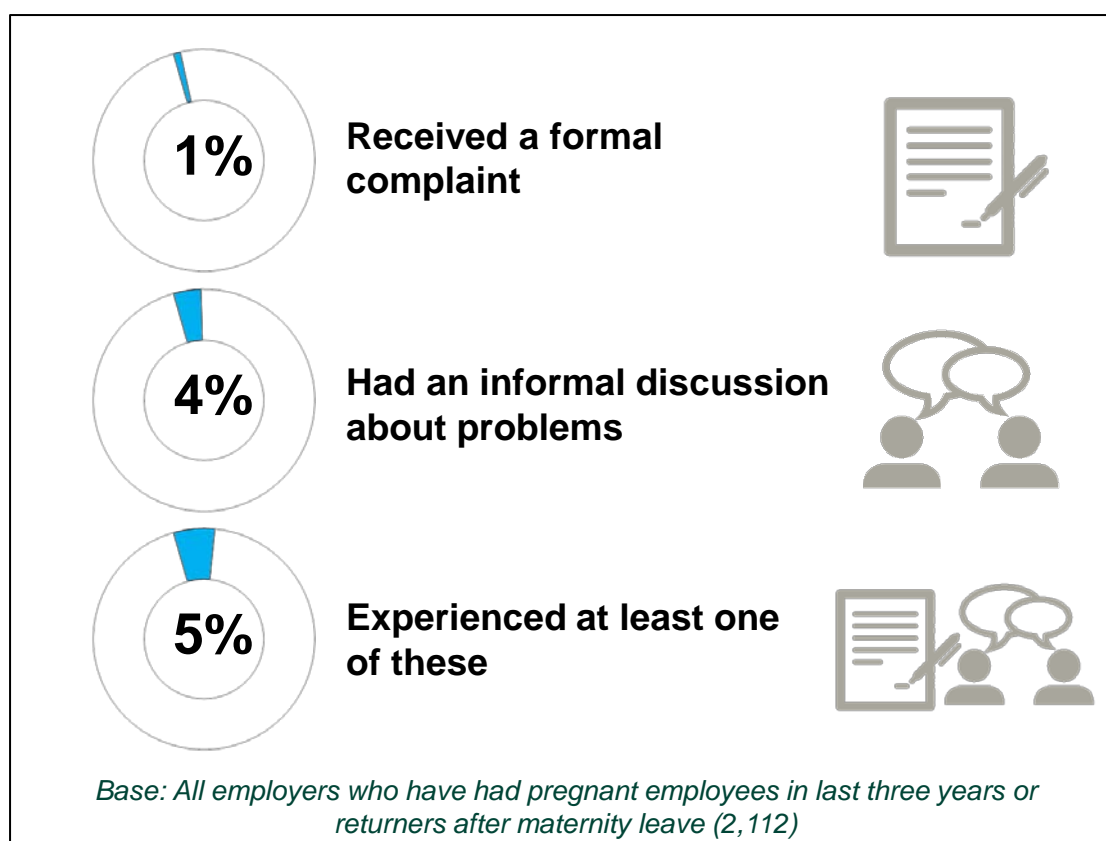
9.3 Employers: complaints or informal discussions about unfair treatment relating to pregnancy or maternity

Among employers who had managed a pregnant employee in the last three years, 1% reported having received any formal written complaints from employees relating to pregnancy or maternity-related discrimination, with large workplaces (250 or more staff) more likely to have received formal complaints (7%).

Employers were more likely to report having informal discussions regarding perceived unfair treatment with pregnant employees; women on maternity leave; or, women returning to work after maternity leave in the last three years (4%).

Overall 5% of employers had received either a formal complaint relating to pregnancy or maternity-related discrimination and / or had informal discussions with women about perceived unfair treatment in the last three years (Figure 9.2).

Figure 9.1: Employers' perspective: summary of formal complaints about discrimination and informal discussions about perceived unfair treatment



9.4 Action taken by mothers regarding problems with their employer

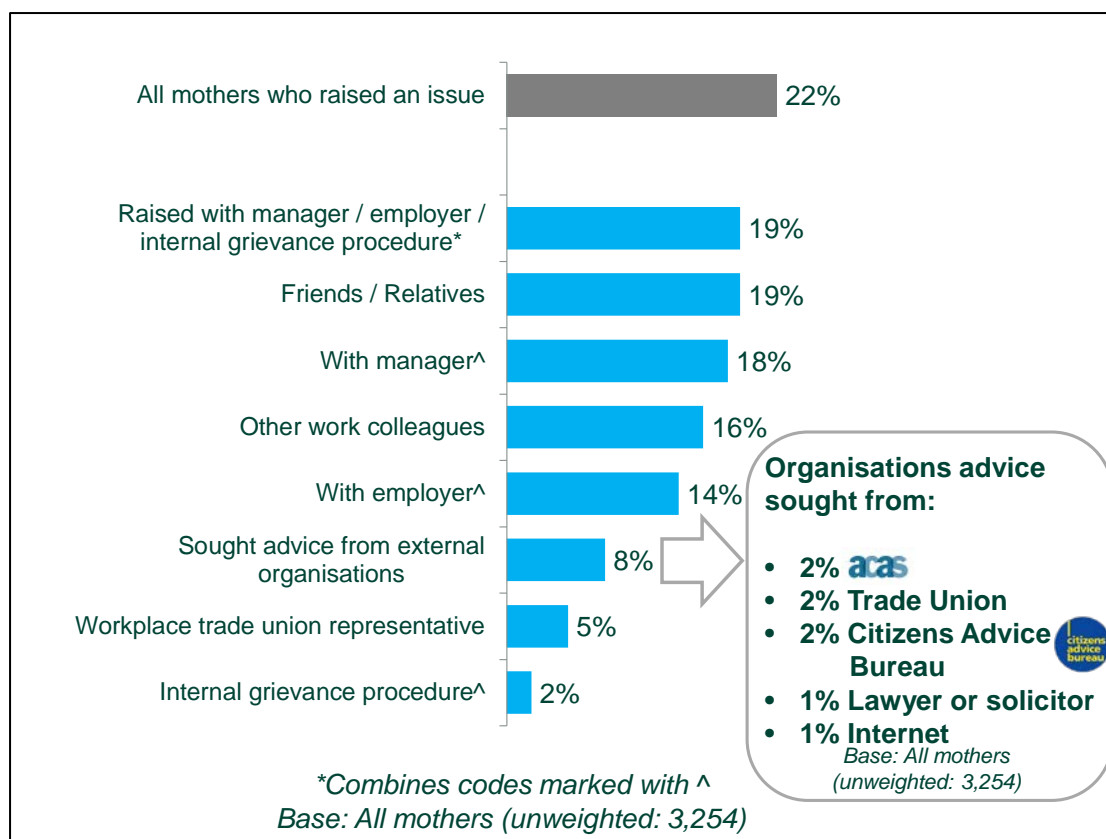
Just over one in five (22%) mothers reported raising issues either formally or informally regarding problems they experienced with their employer while pregnant; on maternity leave; or, after returning to work following maternity leave.

Mothers more likely to have raised these issues with their employer were those who:

- Had a long-term physical or mental health condition (31%)
- Were higher earners; 27% among those earning at least £30,000 a year rising to 35% among those earning at least £60,000 a year
- Worked in the public sector (24%); compared with 20% for the private sector
- Were on a permanent contract (23%); compared with 12% among agency workers; those on zero hours contracts; or, those employed on a casual basis.

Mothers raised their concerns through both formal and informal channels, most commonly with their friends or relatives (19% of all mothers); manager (18%); or, with work colleagues (16%). Overall one in five mothers raised concerns with their employer (either via their manager; through an internal grievance procedure; or, saying they raised it with their employer). One in 12 of all mothers (8%) sought advice from an external organisation; most often Acas (2% of all mothers).

Figure 9.2: Mothers' perspective: where mothers raised issues when experienced problems with their employer



9.5 Outcomes of formal complaints

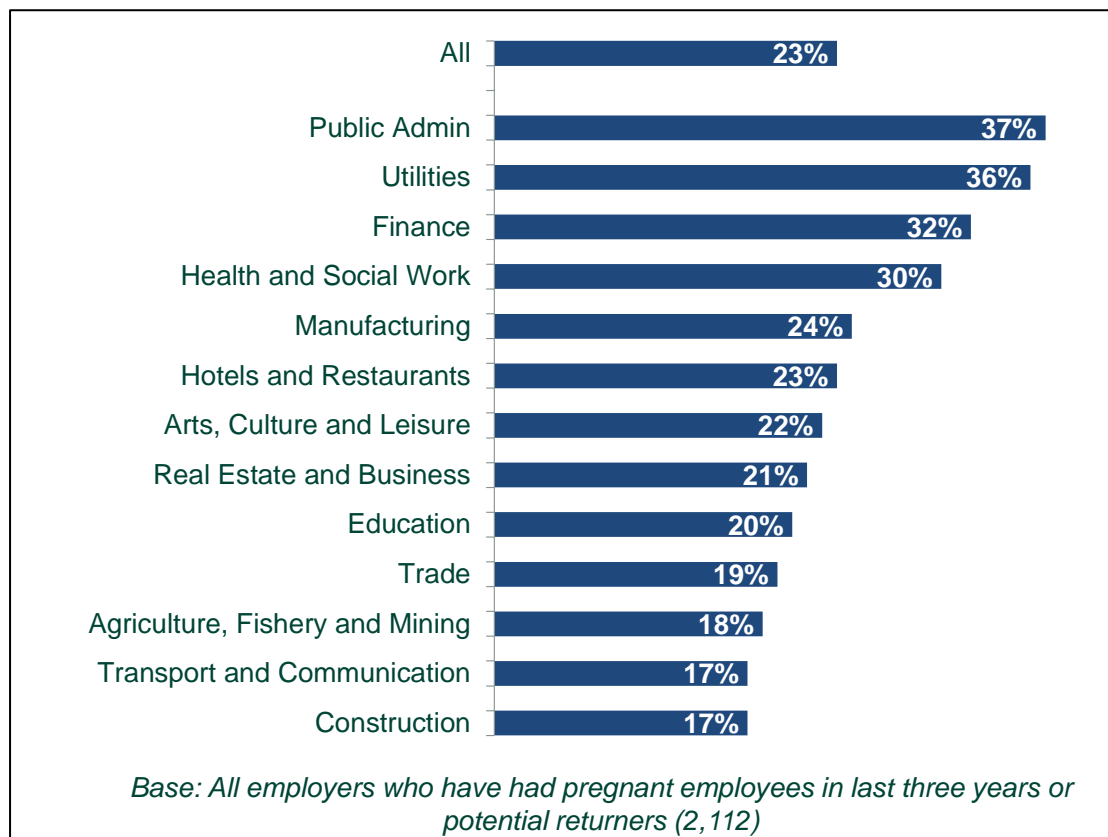
Where employers had received a formal complaint the most common outcome was that the complaint was withdrawn (28%). Where a complaint was decided internally it was more common for it be upheld (15%) than for it to be dismissed (9%). Almost three in 10 (28%) said the complaint had been resolved, though the employer did not indicate in whose favour or by what means.

9.6 Informal discussions between line managers and HR about managing pregnancy and maternity

Almost one in four employers (23%) said there had been informal discussions between line managers and the person (or department) in charge of HR about managing pregnant women or those on or returning from maternity leave. It was more likely in the public administration (37%) and health and social work (30%) sectors (Figure 9.4). It was least likely in small private sector employers (18%), although it should be noted that in smaller organisations there may only be one individual performing both a line manager and HR function.

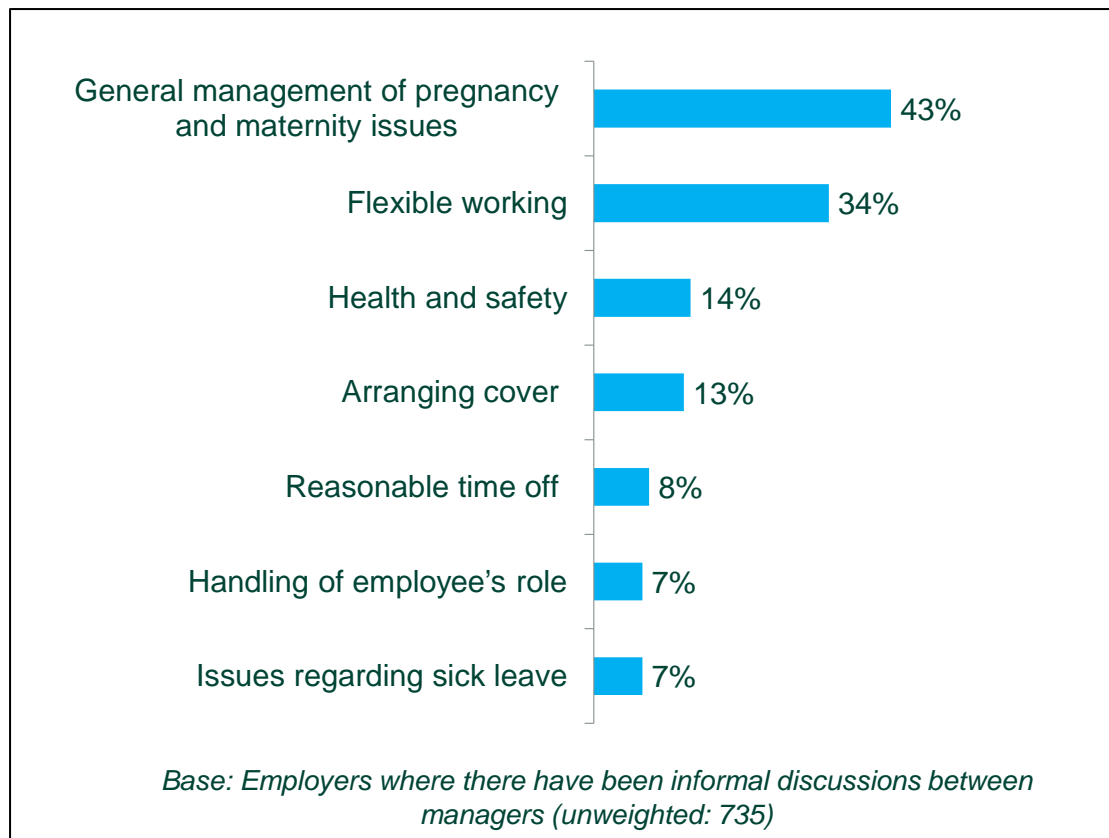
Figure 9.3: Employers' perspective: informal discussions between line managers and the HR department about managing pregnancy and maternity,

by sector



These discussions tended to focus on general issues relating to managing pregnancy and maternity (43%), or flexible working (34%). Health and safety (14%) and arranging cover (13%) and were also discussed, Figure 9.4.

Figure 9.4: Employer perspective: Subject of informal discussions between managers and HR about managing pregnancy and maternity



10 Conclusions

The majority of employers reported that it was in their interests to support pregnant women and those on maternity leave. This is broadly reflected by mothers, with two in three reporting that their employer willingly supported their needs as both a pregnant woman and as a mother of a young baby. However, one in three mothers felt their needs were not supported willingly at one or both stages.

Despite most employers agreeing that statutory rights relating to pregnancy and maternity are reasonable and easy to implement, mothers described a range of potentially discriminatory and / or unfavourable treatment during pregnancy; maternity leave; and, on return to work:

- One in nine mothers said they had been dismissed; made compulsorily redundant where others in their workplace were not, ; or, were treated so badly they had to leave; if scaled up to the general population this could mean as many as 54,000 mothers a year
- One in six mothers reported a negative impact on their health or stress levels because of negative treatment at work
- One in 10 mothers said their employer discouraged them from attending antenatal appointments; if scaled up to the general population this could mean as many as 53,000 women a year
- One in 10 mothers said they were treated worse by their employer on their return to work, compared with before they had announced their pregnancy
- One in 12 mothers attending an interview while pregnant were asked during an interview if they were pregnant.

Furthermore, one in four employers believe that it is reasonable to ask women about their plans to have children and seven in 10 feel that women should declare upfront in an interview if they are pregnant.

While only a small proportion of employers reported difficulties with issues such as managing the attitudes of other employees (5%), evidence from the mothers' survey suggests there is more employers could be doing:

- One in five mothers reported having experienced harassment or negative comments because of either pregnancy or flexible working; if scaled up to the general population this could mean as many as 100,000 women a year
- One in twelve mothers said they were treated with less respect by their line manager and one in eight felt treated less favourably in some other way.

A relatively small proportion of mothers reported each of these forms of possible unfavourable treatment, but a broad range of mothers reported negative experiences. A range of negative experiences were reported by different mothers, at different stages:

Mothers aged under 25; lower earners; and, those with a long-term health condition were more likely to report experiencing unfavourable treatment and / or a lack of support during pregnancy and when communicating their pregnancy.

Higher earners in more senior occupational groups were more likely to report experiencing unfavourable treatment and / or a lack of support on return to work; and to report negative consequences following approval of flexible working requests.

There was some evidence that negative attitudes towards pregnancy and its impact on the workplace exist among some employers:

- Seven in 10 felt that mothers should declare upfront in interviews if they are pregnant (70%)
- Three in 10 felt that pregnancy put an unreasonable cost burden on the workplace (27%).

Mothers most commonly reported feeling pressured to go off on sick leave or take time off before they were ready (14%) or being asked to start maternity leave early (11%). One in 10 mothers reported being discouraged from attending antenatal appointments; and indeed one in 10 employers said that they found facilitating time off for appointments difficult to manage.

Some employers reported finding the management of maternity leave difficult, including:

- Enhanced protection from redundancy during Ordinary Maternity Leave; 28% believed this to be unreasonable and 13% said it was difficult to implement. There was evidence from both employers and mothers to suggest that where pregnant employees were made redundant, alternative roles were not offered in almost half of cases
- Accumulation of annual leave during maternity leave; 25% thought this was unreasonable and 19% said it was difficult to facilitate
- Uncertainty of whether those on maternity leave will return to work; 25% felt this was difficult to manage
- Additional Maternity Leave; 13% thought this was unreasonable and 16% said it was difficult to implement
- Arranging and managing maternity cover; 18% believed this was difficult to manage.

Smaller employers and / or those in the private sector were most likely to report difficulties managing pregnancy and maternity issues across many of these areas. Mothers employed in the private sector were more likely to encounter some forms of unfavourable treatment and more likely to report some others including harassment.

The difficulties employers experience in managing maternity leave might be compounded in part by their uncertainty about how often to contact women on maternity leave. It was relatively common for employers to be concerned that contact could be perceived as pressuring women to return to work sooner. However, mothers were far more likely to report too little contact with their employers while on maternity leave; rather than too much.

It was common for mothers to request changes to their working pattern on return to work. Around half had reduced hours compared with their working patterns in pregnancy, and over two-thirds had made a flexible working request; the majority of which had been approved.

However, half of mothers reported negative consequences following approval of their flexible working request; such as not feeling they could request additional flexibility or fewer work opportunities.

A report containing full analysis of the survey data, alongside findings from the qualitative stage of the study, will be made available in autumn 2015. The survey analysis will cover a broader range of topics. Further statistical analysis will explore which demographic, employment or employer characteristics are the key drivers of different experiences or attitudes. The qualitative research will explain the findings in this report in more depth.

11 Technical Appendix

11.1 Mothers' survey methodology

Interviews were conducted by telephone. In order to obtain telephone numbers for mothers, a postal and online opt-in approach was used.

Mothers, in Great Britain who had a child between nine and 24 months, who had worked during pregnancy, were eligible for interview.

11.1.1 Sampling

An unclustered sampling approach was taken and a random sample was drawn within nation. Mothers in Scotland and Wales were oversampled with the aim of achieving a minimum of 400 interviews in these nations.

The sampling was conducted in two tranches. A lower than anticipated response rate to the initial postal and online opt-in phase meant that a second tranche of sampling was needed to generate a large enough starting sample to achieve the target 3,000 interviews with mothers. In addition, the response rate to the first opt-in tranche was low among the youngest age groups and therefore skewed towards older mothers; the second tranche of sampling presented an opportunity to over sample younger mothers in order to minimise the skew.

In the first tranche 23,000 mothers of children born between 18 September 2012 and 18 December 2013 were sampled at random from birth registration records held by ONS (Office for National Statistics) and NRS (National Records of Scotland).

In the second tranche 22,000 mothers of children born between 16 January 2013 and 16 April 2014 were sampled from the birth registration records held by ONS (Office for National Statistics) and NRS (National Records of Scotland). A sample of 12,000 mothers was drawn at random (tranche 2a). A sample of 10,000 mothers under 30 years old was drawn at random (tranche 2b), stratifying the sample by those aged under 25 and those between 25 and 29.

All initial sample selection was screened against the Register of Deaths, with any matched being removed and replaced. Mothers selected also had to have an address that is their usual residence in Great Britain in the nation for which they were being sampled.

In total a sample of 45,000 records were sampled, table 1.1 shows the number of records sampled by nation and tranche.

Table 1.1: Sample drawn from the birth registration records for each tranche

Nation	Number of records sampled in tranche 1	Number of records sampled in tranche 2a	Number of records sampled in tranche 2b	Total number of records sampled
England	16,100	8,400	7,000	31,500
Wales	3,450	1,800	1,500	6,750
Scotland	3,450	1,800	1,500	6,750
Total	23,000	12,000	10,000	45,000

11.1.2 Survey methodology

Opt-in process

In order to obtain contact details for a telephone survey an initial opt-in process was undertaken, whereby sampled mothers were sent a letter introducing the survey and a short questionnaire to return by post. The option to reply online was provided. Packs for mothers in Wales contained both English and Welsh language versions of the documents.

A postal approach was taken because only postal addresses were available on the sample and both ONS and NRS were not legally able to share data. A postal approach meant that ONS and NRS could mail out the postal opt-in letter and questionnaire themselves so that data did not need to go through a third party.

Each sampled record received a pack that contained an introductory letter and an opt-in questionnaire that was kept short to encourage completion; containing just a few questions: mother's age; ethnicity; current working status; working status during pregnancy; and, contact details.

The introductory letter that accompanied the opt-in questionnaire described the survey as exploring general experiences of motherhood in the 21st century, rather than negative experiences at work, so as not to bias the opt-in sample. However, given low opt-in rates among younger mothers in tranche one, the introductory letter for the survey was re-designed for tranche two to make it more appealing to a younger audience and increase the response rate among mothers under 30. Elements of the re-design included adding pictorial icons; changing the title to ask specifically for 16 to 29 year olds to respond; and printing the letter in colour.

For tranche one if mothers did not respond to the initial letter and opt-in questionnaire pack they were sent up to two reminder packs containing the same information. When posting out the second and third pack IFF passed details of opt-outs and anyone who had completed the interviews to ONS and NRS so they could remove these records from the subsequent mail outs. For tranche two, due to time constraints, only one pack was sent out, with no subsequent reminder packs.

To boost the opt-in rate, for the third pack of tranche one a prize draw was introduced for anyone who opted in to the survey (regardless of whether they were eligible to take part). The prize draw comprised of five cash prizes; a first prize of £500 and four runners up prizes of £250 each. A prize draw was also offered to those who were sampled for tranches 2a and 2b; which also comprised five cash prizes (a first prize of £500 and four runners up prizes of £100 each).

In total 7,082 mothers opted in to the survey (89% by post, 11% online). Of these, 5,162 (73%) indicated that they had worked during pregnancy and therefore were eligible for the telephone survey.

Table 1.2 below shows the response rate for each mail out tranche and the proportion of mothers in each tranche eligible to take part.

Table 1.2: Response to postal opt-in phase and eligibility rate by tranche

	Tranche 1	Tranche 2a	Tranche 2b	Total
Starting sample	23,000	12,000	10,000	45,000
Opted in (% of starting sample)	4,362 (19%)	1,850 (15%)	870 (9%)	7,082 (16%)
Eligible (% of opted in)	3,163 (73%)	1,407 (76%)	592 (68%)	5,162 (73%)

Main survey

3,254 CATI (Computer Assisted Telephone Interviews) were completed between 9 October 2014 and 1 May 2015. A census approach was taken with all 5,162 of the eligible starting sample contacted up to 10 times to achieve a definite call outcome.

On average interviews lasted around 30 minutes.

Call outcomes for every eligible sample record are shown below. This table also shows survey response rate as a percentage of sample in scope for fieldwork (64%). As a proportion of all total drawn sample (adjusted for the assumed eligibility based on eligibility rate established through opt-in response) the response rate was 11%.

Table 1.3: Fieldwork outcomes and response rate

Outcome	Number of records	% of sample in scope for telephone fieldwork (base=5,047)
Total drawn sample	45,000	
Didn't respond to opt-in exercise	37,918	
Assumed eligibles among non-responders (based on eligibility rate established through opt-in response)	25,784	
Assumed total eligible drawn sample (assumed eligibles among non-responders + known eligibles among opt-in sample)	30,831	
Opted-in	7,082	
Ineligible from opt-in exercise	1,920	
Ineligible once screened over the phone	115	
Total eligible sample in scope for survey	5,047	
Complete interviews	3,254	64%
Refused (including breakdown during interview)	357	7%
Not available during fieldwork	761	15%
Number unobtainable	182	4%
Called 10 times with no definite call outcome	493	10%
		100%

11.1.3 Weighting

Weighting was conducted to correct for the over-sampling of mothers in Scotland and Wales, and for younger mothers in tranche two. The weighting also corrected for variations in response to both the opt-in and main survey, depending on mothers' characteristics.

The weighting was performed in two stages:

Stage one: This initial stage corrected for over-sampling of younger mothers and response bias at the opt-in stage. The opt-in sample to the profile of the invited universe supplied by ONS and NRS using a Random Iterative Method (RIM) weighting approach. The RIM weights used were age; Output Area Classifications (a classification which groups output areas (or datazones in Scotland) into clusters based on similar demographic characteristics); and, region.

RIM weighting was employed rather than regression weighting at this stage as age profile for the eligible population was only available in aggregate, rather than record level.

This stage ensured that the opt-in sample very closely matched the eligible population profile.

Stage two: This stage first involved deleting ineligible from the weighted opt-in sample (produced in Stage one) to give an estimate of the universe for eligible mothers.

Following this, multivariate analysis (Chi-squared Automatic Interaction Detection or CHAID) was undertaken to determine which combination of the variables available for all eligible records best predicted whether or not they went on to complete a telephone survey interview. This analysis revealed that current working status and age were the most significant variables in predicting response at this stage.

Regression analysis was run to determine probabilities of completion for each record, and a Stage two weight was generated, which was the inverse of this probability.

Stage one and Stage two weights were combined to give a final weight for completed interviews.

11.2 Employers' survey methodology

Survey interviews were conducted by telephone. A site-based rather than an organisational-level sampling approach was used. This approach allowed detailed information to be collected about what actually happens 'on the ground' rather than assuming that head office policy is followed precisely by all sites in an organisation.

11.1.4 Sampling

A sample of 13,988 organisations across Great Britain was drawn from the Inter-Departmental Business Register (IDBR); maintained by the Office for National Statistics (ONS). In order to maximise sample efficiency, in terms of identifying workplaces that had managed pregnant women or new mothers in the last three years, workplaces with fewer than five staff were not sampled.

The sample was designed to achieve representative coverage across Great Britain, ensuring representative coverage of different size organisations and sectors.

11.1.5 Setting Sampling Targets

The target sample size was 3,000 interviews.

The business population is heavily skewed towards smaller establishments, and to a lesser extent, towards certain sectors; hence a purely random sample would have led to only a small number of interviews in the larger size bands and in some sectors (reducing the scope for separate analysis of these sub-groups). On this basis, a stratified sampling approach was used; with oversampling in certain strata.

A modified probability proportional to size sampling approach was used. Target interviews were allocated to England, Wales and Scotland in direct proportion to the number of units in each country (86% to England, 9% to Scotland and 5% to Wales). Then within each country:

- Half the total was allocated evenly to each sector, half in proportion to the number of units in each sector. This determines the number of interviews by sector within country
- Within sector half the total was allocated evenly by size band, half in proportion to employment within that sector within country

The aim of this sampling approach was to strike a balance between ensuring the potential to produce both unit-based and employee-based measures for all size bands while at the same time avoiding too great a diversion from a proportionate sampling approach (and hence trying to limit the size of the design factor introduced).

11.1.6 Pre-screening exercise

Prior to the survey interview, a pre-screening exercise was carried out by telephone to identify the most suitable respondent to send an advance letter to, in order to

inform potential respondents about the purpose of the research and screen for eligibility to participate. Where a respondent was identified during this pre-screening phase a letter was addressed to the named respondent at the site, while those who were not identified were sent a letter addressed to the 'HR / General Manager'.

The following table shows outcomes from the pre-screening phase and resulting eligible sample. A similar exercise was undertaken for the Fourth Work-Life Balance survey and as Table 1.4 shows, a similar proportion of in-scope sample was available following screening.

Table 1.4: Employer survey pre-screening outcomes

	WLB4		Pregnancy / Maternity	
Starting sample	8,533	%	21,051	%
No telephone number after look-up and not issued	417	4.9	2,201	10.46
Out of scope				
Less than 5 employees	644	7.5	519	2.47
Closed down	58	0.7	95	0.45
Unobtainable or refused or duplicate or other ineligible	1,729	20.3	4,672	22.20
TOTAL	2,848	33.4	7,394	35.12
In-scope of fieldwork (i.e. in scope after pre-screening)	5,685	66.6	13,657	65.90

11.1.7 Telephone survey

3,034 CATI (Computer Assisted Telephone Interviews) were completed between 1 October and 20 April 2015. On average interviews lasted around 30 minutes. Every attempt was made to exhaust the sample. Each record was called up to 10 times until a definite outcome was achieved.

Call outcomes for every eligible sample record are shown below:

Table 1.5: Employer's survey fieldwork call outcomes

Outcome	Number of sample records	% of sample records	% eligible sample (excluding ineligible and number unobtainable)
Complete interviews	3,034	22%	23%
Refused (including breakdown during interview)	2,940	22%	23%
Not available during fieldwork	2,783	20%	21%
Number unobtainable	343	3%	3%
Ineligible once screened over the phone	347	3%	3%
No answer / engaged for 10 calls	4,210	31%	32%
Total in scope of fieldwork	13,657		12,967

11.1.8 Weighting

As the sample of establishments was chosen with unequal probabilities, weighting was required to ensure that the survey results were representative of all employers in Great Britain with five or more employees, a population of 809,372 establishments.

The employer survey was weighted to calibrate the sample to employer population figures by country, size and sector.

Owing to the sample selection and weighting criteria being the same (i.e. size by SIC sector grouping), selection and response bias were corrected in one stage.

All survey results presented in the main findings report are weighted using this unit weight.

11.3 Reporting conventions

Results are presented on weighted data.

In charts and tables, we use '^' to indicate findings of less than 0.5% and '-' to show findings of 0%.

Where differences are referred to in the report, these are statistically significant at the 95% confidence level.

In reference to the size of the employer, for the purposes of this report, 'size' relates to the number of staff employed at the workplace where the individual worked, rather than the number of people employed by the organisation as a whole. When discussing the perceptions of employers; 'small' employers are classed as those with 5-49 members of staff, 'medium' employer have 50-249 members of staff and 'large' employers are characterised by having 250 or more members of staff.

11.4 Interpreting the report

Interviewing took place between October 2014 and April 2015. Employers were asked to consider responses to certain questions with reference to the last three years (e.g. whether they had had any pregnant employees, or had dismissed any employees). Consequently responses could relate to employer experiences between September 2011 to March 2015. This was a period of economic recovery following the recession that lasted from the second quarter of 2008 to the third quarter of 2009.

Where the report refers to mothers, these are the women that completed the survey, who gave birth between 18 September 2012 and 18 December 2013 from the tranche one sample, or 16 January 2013 and 16 April 2014 from the tranche two sample.

Throughout the report there is reference to mothers' occupations and sectors that employers belong to. These were defined from the Standard Occupational Classification (SOC) and Standard Industrial Classification (SIC).

Tables 1.6 and 1.7 provide a summary of these, including examples of the types of qualifications, training and experience for each occupational group, and the types of businesses in each sector.

The report also refers to employers from the private, public or third sector as follows:

- Private sector – an organisation seeking to make a profit
- Public sector – a local-government or central government funded body, such as a school; the Civil Service; part of the NHS; a college or university; the Armed Services; an Executive Agency; or other non-departmental public bodies
- Third sector – a charity or voluntary sector organisation or a social enterprise.

Mothers were not asked to classify their employer in this way. However they were asked about the sector they worked in. Following coding to Standard Industrial Classifications to produce the sector breakdown shown in Table 1.6 below, these were further grouped into public sector and private sector activities. Note that this is not as accurate as Standard Industrial Classification coding. Firstly, it does not identify third sector organisations. Secondly, although some organisations falling into public sector categories such as education and health may be profit making; most will not. However, this still provides a proxy variable allowing us to explore differences by public and private sector employment for the mothers' survey.

Activities classified as public sector were: 'Public administration and defence; compulsory social security' (SIC 84), 'Education' (SIC 85), 'Human health activities' (SIC 86) and 'Social work activities without accommodation' (SIC 88). All other activities were classified as private sector. A small number of records could not be classified due to insufficient information.

Where mothers' employment details are referred to (i.e. sector or occupation) throughout the report, this is the job they were doing when pregnant unless explicitly mentioned otherwise.

Table 1.6: Employer sectors

Employment sectors - Standard Industrial Classification (SIC)	Examples of types of businesses in this sector
Agriculture, fishery, mining	Forestry and logging; extraction of crude petroleum and natural gas; fishing
Manufacturing	Manufacture of food products, Manufacture of textiles
Utilities	Waste collection, treatment and disposal activities; electricity / gas supply
Construction	Construction of buildings; Civil engineering; Electrical / plumbing activities
Trade	Retail sale of food, beverages and tobacco in specialised stores; Wholesale and retail trade and repair of motor vehicles and motorcycles
Transport and communication	Passenger or freight rail transport; Passenger air transport; Postal and courier activities; Telecommunications; Publishing of books, periodicals and other publishing activities
Hotels and restaurants	Hotels and similar accommodation; Restaurants and mobile food service activities
Finance	Central banking; Trusts, funds and similar financial entities; Insurance; Pension funding
Real estate and business	Buying and selling of own real estate; Legal and accounting activities; Architectural and engineering activities; Scientific research and development; Advertising and market research
Public administration	Regulation of the activities of providing health care, education, cultural services and other social services; Provision of services to the community as a whole

Education	Primary education; Secondary education; Higher education
Health and social work	Hospital activities; Residential nursing care activities; Social work activities
Arts, culture and leisure	Performing arts; Library and archive activities; Operation of sports facilities

Table 1.7: Occupational groups

Occupations - Standard Occupational Classification (SOC)	Examples of types of occupations
Managers, directors and senior officials	Chief executives; Marketing and sales directors; Social services managers and directors; Publicans and managers of licensed premises
Professional occupations	Chemical scientists; Civil engineers; IT project and programme managers; Pharmacists; Nurses; Journalists, newspaper and periodical editors
Associate professional and technical occupations	Building and civil engineering technicians; Paramedics; Housing officers; Police community support officers; Graphic designers; Authors, writers and translators; Taxation experts; Estate agents and auctioneers
Administrative and secretarial occupations	Book-keepers, payroll managers and wages clerks; Office managers; Sales administrators; Receptionists
Skilled trades occupations	Farmers; Electricians and electrical fitters; Bricklayers and masons; Plasterers; Tailors and dressmakers; Chefs; Florists
Caring, leisure and other service occupations	Nursery nurses and assistants; Dental nurses; Travel agents; Hairdressers and barbers
Sales and customer service occupations	Sales and retail assistants; Market and street traders and assistants; Call and contact centre occupations;
Process, plant and machine operatives	Food, drink and tobacco process operatives; Water and sewerage plant operatives; Tyre, exhaust and windscreen fitters; Scaffolders, staggers and riggers; Van drivers
Elementary occupations	Forestry workers; Postal workers, mail sorters, messengers and couriers; Window cleaners; Shelf fillers; Hospital porters

12 Survey of employers' questionnaire

S Screener

ASK TELEPHONIST

S1 Good morning / afternoon. My name is NAME and I'm calling from IFF Research. Please can I speak to...

[IF NAMED: **[NAMED RESPONDENT]?**]

[IF UNNAMED: **the most senior person AT THIS SITE with responsibility for human resource and personnel issues (such as recruitment), or for general management issues. For example your HR or personnel director / manager, or a site manager?**]

ADD IF NECESSARY: [IF NAMED: They / IF SITE MANAGER SENT LETTER: **The site manager / IF HR MANAGER SENT LETTER: The HR manager**] **should have received a letter providing some more background to the study from Bill Wells, Deputy Director for Labour Market Analysis at BIS and Karen Jochelson, Director for Economy and Employment programme at EHRC.**

Transferred	1	CONTINUE
Hard appointment	2	MAKE APPOINTMENT RECORD NAME AND JOB TITLE IF GATEKEEPER WILLING TO GIVE (WILL OVERWRITE SAMPLE)
Soft Appointment	3	
Refusal – specify	4	CLOSE
Refusal – company policy	5	
Refusal – Taken part in recent survey	6	
Nobody at site able to answer questions	7	
Not available in deadline	8	
Fax Line	9	
No reply / Answer phone	10	
Residential Number	11	
Dead line	12	
Company closed	13	
Company has less than five workers	14	
Show reassurances	15	

ASK ALL

S2 Good morning / afternoon, my name is NAME, calling from IFF Research, an independent research company. We're currently working with the Department of Business, Innovation and Skills and the Equality and Human Rights Commission to explore employers' experiences of managing pregnancy and maternity in the workplace.

You should have received a letter providing some more background to the study. This represents an opportunity for you to give your views on these issues, and contribute to policy in this area. Results from this research will be published next year, and will be available on the BIS and EHRC websites.

This interview takes around 25 minutes. Please note that all data will be reported anonymously and your answers will not be reported to our client in any way that would allow you to be identified.

Would it be OK to continue with this now, or would you prefer to arrange a more suitable date and time?

INTERVIEWER NOTE: IF RESPONDENT ATTEMPTS TO TRANSFER TO SOMEONE AT ANOTHER SITE: We ideally need to speak to someone at this site rather than someone at another branch or office of your organisation. This is because the survey asks questions which are specific to this site, rather than about general company policy.

Continue	1	CONTINUE
Referred to someone else at establishment NAME _____ JOB TITLE _____	2	TRANSFER AND RE-INTRODUCE
Referred to someone else at the head office (INTERVIEWER NOTE: This should be a last resort – we ideally want to speak to someone at the site) NAME _____ JOB TITLE _____ NUMBER _____	11	TRANSFER TO HEAD OFFICE SAMPLE QUEUE (DISPLAY SITE NAME AND ADDRESS)
Hard appointment	3	MAKE APPOINTMENT
Soft appointment	4	
Refusal – specify	5	THANK AND CLOSE

Refusal – company policy	6	
Refusal – taken part in recent survey	7	
Not available in deadline	8	
Show reassurances	9	
Wants reassurance email (this is the advance letter as an email)	10	Collect email address and then either continue or arrange appointment

REASSURANCES TO USE IF NECESSARY

- The interview will take around 25 minutes to complete.
- The report from the research will be available on the BIS and EHRC websites in 2015
- Please note that all data will be reported anonymously and your answers will not be reported to our client in any way that would allow you to be identified.
- Interviews will be recorded. This is only for quality assurance purposes.
- IFF is a member of the Market Research Society
- IF RESPONDENT WANTS REASSURANCES OR TO KNOW MORE ABOUT THE STUDY: More information about the survey is available on the EHRC website at <http://www.equalityhumanrights.com/about-us/our-work/key-projects/pregnancy-maternity-and-mothers-research-experiences-employers-and-mothers-21st-century>

A1

S3 INTERVIEWER NOTE:

FINE TO CONTINUE	1	GO TO S6
LANGUAGE DIFFICULTIES	2	GO TO S4
Respondent MAY HAVE learning difficulties, hearing or speech impairment, or other disability WHICH IS MAKING THE INTERVIEW DIFFICULT TO CONDUCT	3	GO TO S5

ASK IF LANGUAGE DIFFICULTIES (S3=2)

S4 Is there someone who would be able to interpret for you or to answer the questions on your behalf?

Yes – but this person not currently available	1	ARRANGE TO CALL BACK TO CONDUCT INTERVIEW WHEN PROXY IS AROUND (NOTE NAME OF PERSON AND TIME & DATE TO CALL BACK)
Yes – this person available now	2	ASK TO SPEAK TO THIS PERSON; THEN RE-INTRODUCE THE SURVEY AND PROCEED WITH THE INTERVIEW
No (INTERVIEWER: NOTE LANGUAGE REQUIRED)	3	THANK AND CLOSE

ASK IF RESPONDENT MAY HAVE LEARNING DIFFICULTIES, HEARING OR SPEECH IMPAIRMENT, OR OTHER DISABILITY WHICH IS MAKING THE INTERVIEW DIFFICULT TO CONDUCT (S3=3)

S5 Is there someone who would be able to answer the questions on your behalf?

[IF HEARING IMPAIRMENT: **would you prefer to conduct the interview using Type Talk?**]

Yes – but this person not currently available	1	ARRANGE TO CALL BACK TO CONDUCT INTERVIEW WHEN PROXY IS AROUND (NOTE NAME OF PERSON AND TIME & DATE TO CALL BACK)
Yes – this person available now	2	ASK TO SPEAK TO THIS PERSON; THEN RE-INTRODUCE THE SURVEY AND PROCEED WITH THE INTERVIEW
Yes –prefer to conduct the interview using Type Talk	3	ARRANGE SUITABLE TIME
No (INTERVIEWER: NOTE THE ISSUE)	4	THANK AND CLOSE

ASK WELSH SAMPLE

S6 Before I continue, can I just check, would you prefer this conversation in English or in Welsh?

Prefer English	1	CONTINUE IN ENGLISH
Prefer Welsh	2	CONTINUE IN WELSH VERSION (IF WELSH SPEAKER) OR SAY WILL BE CALLED BACK SOON BY ONE OF OUR WELSH SPEAKING INTERVIEWERS

Don't mind	3	CONTINUE IN ENGLISH IF ENGLISH SPEAKER OR IN WELSH IF WELSH SPEAKER
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ASK ALL

S7 First, can I just ask, what is your job title?

DO NOT READ OUT. SINGLE CODE.

Human Resources director / manager / officer	1
Personnel director / manager / officer	2
Training director / manager / officer	3
Financial/Accounting director/ manager / officer	4
General manager	5
Owner/proprietor	6
Managing Director	7
Director / Other director	8
Other manager	9
Other (write in)	10
Refused	11

ASK ALL

S8 And are you the best person to speak to at this establishment about HR issues, including managing pregnancy and maternity issues in the workplace?

Yes	1	CONTINUE
No	2	COLLECT NAME AND NUMBER AND ASK TO TRANSFER (AT S2)
One of the best / share responsibility with others	3	CONTINUE

This call may be recorded for quality and training purposes only.

A Workplace Characteristics Part 1

ASK ALL [Q1]

A1 **Now some questions about you and your organisation. Approximately how long have you worked for your organisation?**

PROMPT IF NECESSARY, SINGLE CODE.

Less than one year	1
12 months, up to 2 years	2
Over 2 years, up to 3 years	3
Over 3 years, up to 5 years	4
Over 5 years	5
Don't know	6
Refused	7

ASK ALL

A2 **Is the establishment where you work the only establishment within the organisation? By establishment we mean this workplace, premises, place of business or branch, rather than the company or organisation as a whole.**

READ OUT. SINGLE CODE.

Yes (only establishment)	1	GO TO A6
No (part of a larger organisation)	2	CONTINUE TO A3
DO NOT READ OUT: Don't know	3	

ASK IF A2 = 2 OR 3 [NEW QUESTION FOLLOWING BIS/EHRC COMMENTS]

A3 **What is the approximate total number of employees on the payroll of the organisation across the whole of Great Britain? Please exclude any agency workers, freelancers or casual staff without a contract. Is it...READ OUT**

Fewer than five	1	WE ARE ONLY LOOKING TO INTERVIEW ORGANISATIONS WITH 5 OR MORE WORKERS – THANK AND CLOSE
Between 5 and 9 people	2	CONTINUE
Between 10 and 24 people	3	
Between 25 and 49 people	4	
Between 50 and 99 people	5	
Between 100 and 249 people	6	
250+ people	7	
DO NOT READ OUT: Don't Know	8	CONTINUE

ASK IF PART OF A LARGER ORGANISATION OR UNSURE (A2 = 2 OR 3)

A4 **And is the organisation...?**

READ OUT. SINGLE CODE.

UK owned	1
Or foreign owned	2
DO NOT READ OUT: Don't know	3

ASK IF PART OF LARGER ORGANISATION OR UNSURE (A2 = 2 OR 3)

A5 **And is this establishment the organisation's [IF FOREIGN-OWNED A4=2: UK] headquarters?**

SINGLE CODE

Yes	1
No	2
DO NOT READ OUT: Don't know	3

ASK ALL [AMENDED FROM SCREENER E]

A6 Excluding any agency workers, freelancers or casual staff without a contract, what is the approximate total number of employees on the payroll of this specific establishment, including yourself?

BY ESTABLISHMENT WE MEAN THIS WORKPLACE, PREMISES, PLACE OF BUSINESS OR BRANCH, RATHER than the company or organisation as a whole

ADD if necessary: Home-based workers, sales representatives and similar workers should be included if this is the establishment to which they principally report.

WRITE IN:

DO NOT READ OUT: Don't know

X

INTERVIEWER TO TAKE EXACT NUMBER AND CODE TO RANGES AS AT A6DK: CHECK THE TWO ARE CONSISTENT

[DP – check that RANGE figure for ESTABLISHMENT not MORE than for ORGANISATION]
IF DON'T KNOW EXACT NUMBER AT A6

A6DK Is it approximately...

PROMPT WITH RANGES

Fewer than five	1	ASK A6A
Between 5 and 9 people	2	CONTINUE TO A7
Between 10 and 24 people	3	
Between 25 and 49 people	4	
Between 50 and 99 people	5	
Between 100 and 249 people	6	
250+ people	7	THANK AND CLOSE
DO NOT READ OUT: Don't Know	8	

IF FEWER THAN 5 STAFF ($A6 < 5$ OR $A6DK = 1$) ASK:

A6A Can I just confirm that there are fewer than five employees at [company name] at [address]. Is this correct?

Yes	1	(THANK AND CLOSE). We are only looking to establishments with 5 or more employees
No	2	RE-ASK A6 AGAIN
DO NOT READ OUT: Don't know	3	(THANK AND CLOSE). We are only looking to establishments with 5 or more employees

ASK ALL

A7 What is the total number of agency workers, freelancers or casual staff without a contract at this establishment, Is it approximately...

READ OUT.

None	0
Between 1 and 4 people	1
Between 5 and 9 people	2
Between 10 and 24 people	3
Between 25 and 49 people	4
Between 50 and 99 people	5
Between 100 and 249 people	6
250+ people	7
DO NOT READ OUT: Don't Know	8

ASK ALL

A8 **Would you classify your organisation as...?**

READ OUT. SINGLE CODE.

One seeking to make a profit	1
As a charity or voluntary sector organisation or a social enterprise	2
Or as a local-government or central government funded body ADD IF NECESSARY: such as a school, the Civil Service, part of the NHS, a college or university, the Armed Services, an Executive Agency or other non-departmental public bodies	3
DO NOT READ OUT: None of the above, other (SPECIFY)	4
DO NOT READ OUT: Don't know	5

ASK ALL [AMENDED FROM SCREENER G]

A9 **The next few questions ask details about this specific establishment or site.
Firstly what is the main activity of this establishment?**

INTERVIEWER PROBE FOR THE FOLLOWING - START WITH FIRST PROBE AND ONLY USE THE OTHERS IF NECESSARY TO GET CLEAR INFORMATION

What is the main product or service of this establishment?

What exactly is made or done at this establishment?

WRITE IN. TO BE CODED TO 2 DIGIT SIC 2007. ALLOW REFUSED.

ASK ALL

A10 **Approximately how many, or what proportion of the workers at this establishment/site are female?**

PROBE FOR BEST ESTIMATE.

[If Number given]: WRITE IN	
NOTE: RANGE 1-A6	
[If proportion given]: WRITE IN	
NOTE: RANGE 1-100%	
All workers are female	3
No workers are female	4
DO NOT READ OUT: Don't know	5

IF DON'T KNOW EXACT NUMBER OR PROPORTION AT A10 (A10=5)

A10A Would you say it is approximately...

READ OUT.

Three quarters or more are female	1
More than half, but less than three quarters	2
Around half	3
More than a quarter, but less than half	4
A tenth to a quarter	5
Less than a tenth	6
None are female	7
DO NOT READ OUT: Don't Know	8

(IF HAVE 250+ STAFF (A6DK=7) AND INTEGER AT A10)

A10a1 Can I just check, is the proportion of female employees at this establishment 10% or more...READ OUT

Yes	1
No	2
Don't know	3

A11

DUMMY VARIABLE: GENDER OF EMPLOYEES		
FEMSTAFF		
<ul style="list-style-type: none"> CURRENTLY EMPLOY FEMALE STAFF A10>0 (NUMBER OR PERCENTAGE) OR A10= CODE 3 OR A10A=1-6 	1	
<ul style="list-style-type: none"> NO CURRENT FEMALE EMPLOYEES A10=0 (NUMBER OR PERCENTAGE) OR A10= CODE 4 OR A10A = 7 	2	

IF NO CURRENT STAFF ARE FEMALE OR DON'T KNOW IF HAVE FEMALE STAFF
(FEMSTAFF=2 OR A10A=8)

A10B Has your establishment had any female workers on the payroll in the last 3 years?

Yes	1	ASK A11
No	2	CONTINUE TO A12
Don't know	3	

IF HAVE HAD FEMALE STAFF IN THE PAST 3 YEARS (FEMSTAFF=1 OR A10B=1)
[AMENDED FROM SCREENER E]

A12 [IF CURRENTLY HAVE FEMALE STAFF (FEMSTAFF=1): Do you currently have any female workers who are] [IF HAD FEMALE STAFF IN LAST 3 YEARS (A10B=1): Were any of these female workers in the last three years] aged 45 or under?

Yes	1	SKIP TO A13
No	2	IF HAVE CURRENT FEMALE STAFF ASK A11a OTHERWISE CONTINUE TO A12
Don't know	3	IF HAVE CURRENT FEMALE STAFF ASK A11a OTHERWISE CONTINUE TO A12

IF HAVE CURRENT FEMALE STAFF BUT NONE ARE AGED 45 OR UNDER
(FEMSTAFF=1 AND A11=2)

A12a In the last 3 years have any female staff at this establishment been aged 45 or under?

Yes	1	SKIP TO A13
No	2	CONTINUE TO A12
Don't know	3	

ASK A12 IF EMPLOY NO FEMALE STAFF CURRENTLY (FEMSTAFF=2) OR IF EMPLOY NO FEMALE STAFF AGED <45 CURRENTLY (FEMSTAFF=1 & A11=2) OR IF FEMALE STAFF < 10% [(A10 ANSWERED AS % AND <10) OR (A10 ANSWERED AS A NUMBER AND THIS / A6 INTEGER IS < 10) OR (A10A=6) OR (A10AI=2)]

A13 (DATA PROGRAMMER: check respondents only falls into one of the 3 categories)

A14 **Are any of the following reasons why you...**

[IF DO NOT CURRENTLY EMPLOY FEMALE STAFF (FEMSTAFF=2): **do not currently employ female staff?**]

A15 **[IF EMPLOY WOMEN BUT NONE AGED 45 OR UNDER (FEMSTAFF=1 & A11=2): do not employ any women under the age of 45?]**

A16 **[IF CURRENTLY HAVE FEMALE EMPLOYEES BUT LESS THAN A TENTH OF CURRENT EMPLOYEES ARE FEMALE ((A10 answered as % and <10%) or (A10 answered as a number and this / A6 integer IS < 10%) OR (A10A=6) OR (A10AI=2): employ relatively few employees who are female?]**

READ OUT, MULTICODE OK

	YES	NO	DK	Refused
_1 The work is not well suited to women	1	2	3	4
_2 Our organisation has concerns about the impact of pregnancy and maternity	1	2	3	4
_3 We have not had any vacancies to fill	1	2	3	4
_4 [ASK ONLY IF A12_3=2 OR 3]_No suitable women applied for positions	1	2	3	4
_5 [ASK ONLY IF A12_3=2 OR 3]_We have had little/no interest in advertised roles from <IF NOT EMPLOYED ANY WOMEN: women> < IF CURRENTLY HAVE FEMALE EMPLOYEES BUT LESS THAN A TENTH OF CURRENT EMPLOYEES ARE FEMALE: women> < NOT EMPLOYED ANY WOMEN AGED 45 OR UNDER: women aged 45 or under>	1	2	3	4
_6 Other (specify)	1	2	3	4

ASK IF A12_2 = 1

A17 **Which of the following specific concerns, if any, does the organisation have regarding pregnancy and maternity?**

READ OUT.

	YES	NO	DK
_1 The costs of paying maternity pay is something our organisation cannot afford	1	2	3
_2 The costs of covering for maternity leave are a risk our organisation cannot afford	1	2	3
_3 A woman returning to work after maternity leave is likely to spend time away from work looking after children	1	2	3
_4 A woman who is pregnant or returning to work after maternity leave may not be able/willing to work long hours	1	2	3
_5 A woman who is pregnant or returning to work after maternity leave may not willing/able to work changeable hours	1	2	3

ASK IF CURRENTLY EMPLOY FEMALE STAFF (FEMSTAFF=1)

A18 **Are any of your workforce at this establishment [IF HAVE ANY AGENCY / CASUAL STAFF: EXCLUDING AGENCY, FREELANCERS AND CASUAL STAFF WITHOUT A CONTRACT: currently pregnant?]**

READ OUT IF NECESSARY. SINGLE CODE.

Yes	1
No	2
Don't know	3

A19 ASK IF HAVE HAD FEMALE STAFF IN PAST 3 YEARS OR EMPLOY CURRENT FEMALE STAFF BUT NONE ARE PREGNANT/UNSURE IF PREGNANT (A10B=1 OR A14=2-3)

A20 **In the last three years, (that is, between [MONTH OF INTERVIEW] 2011 and now), have any of your workforce at this establishment [IF HAVE ANY AGENCY / CASUAL STAFF: EXCLUDING AGENCY, FREELANCERS AND CASUAL STAFF WITHOUT A CONTRACT: been pregnant?]**

READ OUT IF NECESSARY. SINGLE CODE.

Yes	1	
No	2	

Don't know	3	
------------	---	--

IF HAD A PREGNANCY IN THE ESTABLISHMENT IN THE PAST 3 YEARS (A14 = 1 OR A15=1) [AMENDED QUESTION 2B]

A21 **Over the last three years, approximately how many women at this establishment have been pregnant [IF CURRENTLY EMPLOY ANY PREGNANT WOMEN (A14=1): including any who currently are?]?**

INTERVIEWER NOTE: INCLUDE ANY INSTANCES WHERE AN EMPLOYEE HAS NOTIFIED THEIR EMPLOYER OF PREGNANCY, OR COMPLETED MATB1 FORM.

WRITE IN	
DO NOT READ OUT: Don't know	X

CODE TO RANGES

IF DON'T KNOW EXACT NUMBER AT A16 (A16=X)

A16DK Is it approximately...

PROMPT WITH RANGES

1-2	1
3-5	2
6-10	3
11-15	4
16-20	5
21-25	6
26-50	7
51-100	8
101+	9
Don't know	10
Refused	11

IF HAD FEMALE STAFF IN THE LAST 3 YEARS (FEMSTAFF=1 OR A10B=1)

A22 **Approximately how many women...?**

- a) **At this establishment are currently on maternity leave?**
- b) **And in the last 3 years, approximately how many women at this establishment, if any, returned to work for this organisation following their maternity leave?**
- c) **And in the last 3 years, approximately how many women, if any, did not return to work for this organisation following their maternity leave?**

	Number	Don't know
A17a:		X
A17b:		X
A17c:		X

[DP –CHECK A17A NUMBER CANNOT BE > THAN A16]]

CODE TO RANGES

IF DON'T KNOW EXACT NUMBER AT A17

A17DK Is it approximately...

PROMPT WITH RANGES

0	1
1-2	2
3-5	3
6-10	4
11-15	5
16-20	6
21-25	7
26-50	8
51-100	9
101+	10
Don't know	11
Refused	12

ASK ALL

A23 **Including any agency or contract workers, freelancers or casual staff, what number or proportion of the staff at this establishment are on...**

READ OUT: INCLUDE EMPLOYEES WHO ARE WORKING THROUGH A PROBATIONARY PERIOD.

	Number	%	DK	Refused
_1 Permanent contracts:			X	V
_2 Temporary or fixed-term contracts:			X	V
_3 Zero hour contracts <i>READ OUT: a zero hour contract is a contract where the employer does not guarantee to provide the worker with work and will only pay the worker for those hours which are actually worked</i>			X	V
ASK IF A7 CODE 1-8 _4 Agency staff			X	V

DP: ONCE % ADDS TO 100% GO STRAIGHT TO A19

IF ALL % GIVEN MUST ADD TO 100%

ASK ALL

A24 **Is any trade union or staff association recognised by management for negotiating pay and conditions for any of the workforce at this workplace?**

Yes, trade union	1
Yes, staff association	2
No	3
Don't know	4

B Managing issues relating to pregnancy and maternity

IF LESS THAN 3 YEARS IN ORGANISATION OR DK (A1=1-3 OR 6) [Q3]

If you have worked for your organisation for less than three years, for each of the following questions please just think about the period you have worked for them.

ASK IF HAD A PREGNANCY IN THE ESTABLISHMENT IN THE PAST 3 YEARS (A14=1 OR A15=1) [Q3]

B1 I'm going to read out a list of issues associated with managing pregnancy at work, maternity leave and returning to work. I would like you to give me a rating from 1 to 5 to describe how easy or difficult it is, in general, to manage each issue for the general workforce within your organisation, where 1 represents easy to manage and 5 is extremely difficult to manage. If any statement is not applicable to your establishment, please say.

SINGLE CODE EACH ROW.

[DP – ROTATE START]	Easy to manage				Extremely difficult to manage	Not sure / depends	Not applicable
_1 Pregnancy among those on short or fixed term contracts/appointments	1	2	3	4	5	6	7
_2 Sickness absences during pregnancy	1	2	3	4	5	6	7
_3 Arranging and managing maternity cover	1	2	3	4	5	6	7
_5 Managing workloads for other members of the team	1	2	3	4	5	6	7
_6 Costs associated with Statutory Maternity Pay	1	2	3	4	5	6	7
_7 The uncertainty of whether those on maternity leave will return to work	1	2	3	4	5	6	7
_9 Levels of sickness absence for those returning from maternity leave	1	2	3	4	5	6	7
_10 The impact of part time or flexible working	1	2	3	4	5	6	7

during pregnancy or on return from maternity leave							
_12 Communication with women whilst they are on maternity leave	1	2	3	4	5	6	7
_13 Managing the negative attitudes of other employees	1	2	3	4	5	6	7
_14 Pregnancy amongst casual employees without contracts/agency workers/those on zero hours contracts	1	2	3	4	5	6	7

ASK IF HAD A PREGNANCY IN THE ESTABLISHMENT IN THE PAST 3 YEARS (A14=1 OR A15=1) [Q3 - ADAPTED]

B2 **Are these issues significantly more difficult to manage for managerial staff and those in professional roles, slightly more difficult, slightly easier, significantly easier, or is there no difference?**

PROMPT AS NECESSARY.

Significantly more difficult	1
Slightly more difficult	2
Slightly easier	3
Significantly easier	4
No different	5
(DO NOT READ OUT) Don't know	6
(DO NOT READ OUT) Refused	7

IF PREGNANCY AMONGST CASUAL EMPLOYEES / AGENCY WORKERS/THOSE ON ZERO HOURS CONTRACTS IS EASY TO MANAGE (B1_14=1-2)

B3 You mentioned that you find managing pregnancy amongst casual employees / agency workers/those on zero hours contracts easy to manage. Why is this?

DO NOT READ OUT. MULTICODE.

Easy to reduce their working hours	1
Easy to find replacement staff	2
Minimal / no disruption to other employees when they are on leave	3
Unforeseen absences during pregnancy are easier to manage amongst casual employees / agency workers	4
Easy to reorganise their work among existing staff	5
Other employees are less resentful when casual / agency are leave for long periods	6
Easy to manage their return to work	7
Easy to implement maternity pay	8
Easy to communicate with them while they are on maternity leave (e.g. easier than it is with permanent staff)	9
Other (specify)	10
Don't know / no particular reason	X

B4

ASK IF HAD A PREGNANCY IN THE ESTABLISHMENT IN THE PAST 3 YEARS (A14=1 OR A15=1) [Q4a]

B5 Thinking about women working within this establishment during the last 3 years, have you adapted or altered their duties during their pregnancy?

SINGLE CODE.

Yes	1	ASK B5
No	2	ASK B6
Don't know	3	

ASK IF B4 =1

B6 Were any of the following reasons why these changes were made?

READ OUT, CODE ONE PER ROW.

	Yes	No	Don't know	Refused
A health and safety risk assessment identified risks for employees in specific roles	1	2	X	V
An employee requested changes	1	2	X	V
We chose to make changes for reason other than health and safety risk assessment (please specify)	1	2	X	V

ASK IF HAD A PREGNANCY IN THE ESTABLISHMENT IN THE PAST 3 YEARS (A14=1 OR A15=1) AND HAVE HAD WOMEN RETURN TO WORK FOLLOWING PREGNANCY (A17B>0 OR A17BDK=1-9) [Q4B]

B7 Again, thinking about women working within this establishment during the last 3 years, have you adapted or altered their duties at all on their return to work following maternity leave?

Yes	1	ASK B7
No	2	CONTINUE TO SECTION C
Don't know	3	

ASK IF B6 =1

B8 Were any of the following reasons why these changes were made?

READ OUT, CODE ONE PER ROW

	Yes	No	Don't know	Refused
A health and safety risk assessment identified risks for employees in specific roles	1	2	X	V
An employee requested changes	1	2	X	V
We chose to make changes for reason other than health and safety risk assessment (please specify)	1	2	X	V

IF NECESSARY TO ALTER DUTIES (B4 = 1 OR B6 = 1) [Q4BI]

B9 **[IF CHANGES MADE DURING PREGNANCY (B4=1): Thinking about pregnant employees] [IF B4=1 AND B6=1:and] [IF CHANGES MADE ON RETURN FROM MATERNITY LEAVE (B6=1): Thinking about those returning from maternity leave] in what way did you adapt or alter their duties?**

DO NOT READ OUT. MULTICODE. PROBE: WHAT OTHER REASONS, IF ANY, WERE THERE?

Moved employee to another job	1
Changed the nature of the job (e.g. amount of travelling)	2
Changed the type of work place or work environment (e.g. moved to ground floor, got a new chair)	3
Changed their working patterns (e.g. changed shift patterns)	4
Changes in the total hours worked	5
Management responsibilities reallocated to other employees as employee no longer full-time	6
Other (please specify)	7
Don't know	8
Refused	9

C Awareness of statutory entitlements/law regarding maternity and pregnancy rights and protection against discrimination

CA) Turning now to the rights of women in the workplace that become pregnant, on a scale of 1 to 5, where 1 is very low and 5 is very high, how aware do you feel of what women's rights in the workplace are when they become pregnant?.

	Very low Very high					DK	Don't know top of mind but would look for this information
Awareness of women's rights when become pregnant	1	2	3	4	5	6	V

ASK ALL [Q5]

C1 ASK ALL C1_2s; then C1_3s, following up each C1_4 straight away for each difficult at C1_3

	C1_2 Reasonable?	C1_3 ease of facilitating
_1 Ordinary Maternity Leave (weeks 1-26)		
_2 Additional Maternity Leave (weeks 27-52)		
_3 Maternity pay (weeks 1-39)		
_4 Paid time off to attend appointments associated with pregnancy (e.g. antenatal clinic, parental craft classes, relaxation classes)		
_5 Accumulation of annual leave during maternity leave		
_6 Right to request flexible working		
_7 An employee on maternity leave has the right to return to exactly the same job within or at the end of ordinary maternity leave (OML; weeks 1-26)		
_8 An employee on maternity leave returning during or at the end of additional maternity leave (AML; weeks 27-52) has the right to return to exactly the same job, unless it is not reasonably practicable, when they must be offered a suitable alternative job		
_9 Protection from being treated unfavourably because she is pregnant or on maternity leave (e.g. selected for		

redundancy, refused training or promotion opportunities)		
_10 Enhanced protection from redundancy during ordinary maternity leave (e.g. she has a legal right to be given priority over and above any other employee for a suitable alternative vacancy)		

ASK ALL [Q5]

C1_2 In regards to each of the following being a statutory right, do you think this is...

READ OUT. SINGLE CODE.

Totally reasonable	1
Fairly reasonable	2
Neither reasonable nor unreasonable	3
Not very reasonable	4
Not at all reasonable	5
(DO NOT READ OUT) Don't know	6

ASK IF HAVE EMPLOYED PREGNANT WOMEN IN THE LAST 3 YEARS (A14=1 OR A15=1) [Q5]

C1_3 How easy or difficult is it for your organisation to facilitate [INSERT EACH FROM PREVIOUS GRID], on a scale of 1 – 5, where 1 equals easy to facilitate and 5 equals extremely difficult to facilitate?

IF THIS HAS NOT HAPPENED IN YOUR ORGANISATION PLEASE ANSWER NOT APPLICABLE

	Easy to facilitate Extremely difficult to facilitate					DK	Not applicable
[DP - Insert iteration]	1	2	3	4	5	6	7

ASK IF C1_3 = 4 OR 5 (ASK THIS STRAIGHT AWAY AFTER RATED AS DIFFICULT;
THEN BACK TO C1_3)

C1_4 Why is this difficult?

OPEN, PROBE FOR DETAILS

WRITE IN:		
Don't know	X	

ASK IF A17B>0

C2 In the last three years, have you had any cases where it has been difficult to offer the same job to an employee returning within or at the end of Ordinary Maternity Leave (weeks 1-26)?

ASK IF A17B>0

C2a) And in the last three years, have you had any cases where it has been difficult to offer the same or a 'suitable alternative' job where an employee has returned during or at the end of Additional Maternity Leave (weeks 27-52)?

DO NOT READ OUT, SINGLE CODE.

	C2	C2a
Yes	1	1
No	2	2
Don't know	3	3
Refused	4	4

ASK IF C2 OR C2A=1

C3 Why was it difficult to [IF C2=1: offer the same job to an employee returning within or at the end of Ordinary Maternity Leave] [IF C2=1 AND C2a=1: or offer the same or a 'suitable alternative' job where an employee has returned during or at the end of Additional Maternity Leave]?

DO NOT READ OUT, MULTICODE OK.

The organisation had been restructured	1
Working patterns had changed	2
Location of work had changed	3
Duties of the role had changed	4
Hours of work had changed	5
Funding for role had finished	6
Other (please specify)	7
[DO NOT READ OUT] Don't know	8
Refused	9

ASK IF C2 OR C2A=1

C4 What did you end up doing in these cases?

DO NOT READ OUT, MULTICODE

The same job was available/offered	1
A suitable alternative was offered	2
A different type of job was offered	3
The role was changed	4
Employee was made redundant	5
Employee decided to leave after being offered an alternative position	6
Other (please specify)	7
Don't know	8
Refused	9

ASK IF C4=2-4

C5 What changes were made to workers jobs (compared to how it was before they went on maternity leave) in these circumstances?

DO NOT READ OUT, MULTICODE.

Pattern of work (e.g. shift pattern)	1
Hours of work (e.g. changed to part-time working)	2
Location of workplace	3
Frequency of business travelling changed	4
Lower grade/level	5
Different responsibilities	6
Other (please specify)	7
Don't know	8
Refused	9

ASK ALL [Q10]

C6 Does your organisation provide any guidelines, training or other support for managers which covers or includes issues relating to pregnant women, those on maternity and those returning from maternity leave? We mean more than giving verbal advice if asked by managers.

Yes	1	ASK C7
No	2	ASK D1
Don't know	3	

IF DEVELOPED GUIDANCE (C6=1) [Q10A]

C7 Did the guidance, training or support cover any of the following issues...

READ OUT. MULTICODE.

A policy statement or a procedure manual regarding maternity	1
Equality guidelines (e.g. guidelines on recruitment, training and development, flexible working, sickness absence, disciplinary action)	2
Health and Safety guidelines (e.g. risks to pregnant women/new mothers, how to conduct risk assessments, action following risk assessments)	3
Breastfeeding and expressing at work guidelines	4
Statutory rights guidelines (e.g. notification procedures, time off for appointments, maternity leave and benefits, parental leave, rights for part time / temporary / casual workers)	5
Guidelines on handling complaints regarding pregnancy at work, maternity leave or returning to work following maternity leave)	6
Guidelines on communicating with workers on maternity leave	7
Training for line managers (who are managing pregnant staff or those on or returning from maternity)	8
Training in employment law for those involved in recruitment	9
Other (please specify)	10
(DO NOT READ OUT) Don't know	11

D Risk Assessments

ASK ALL EXCEPT IF B5_1=1 OR B7_1=1 (B5_1=1 OR B7_1=1 GO TO SECTION E)

D1 Does your organisation conduct a health and safety risk assessment for the activities of your business?

SINGLE CODE

Yes	1	ASK D2
No	2	GO TO SECTION E
Don't know	3	
Refused	4	

ASK IF D1 = 1

D2 Has this risk assessment identified any specific hazards or risks for woman who are pregnant or who are new mothers?

SINGLE CODE

Yes	1	ASK D3
No	2	GO TO SECTION E
Don't know	3	
Refused	4	

ASK IF D2 = 1

D3 **What action, if any, was taken to address these risks?**

DO NOT READ OUT .CODE ALL THAT APPLY. PROBE: WHAT OTHERS, IF ANY, WERE THERE?

Moved employee to another job	1
Suspended employee on full pay	2
Suspended employee without pay	3
Informal arrangement in which the mother did not have to work but remained on full pay	4
Changed their working patterns (e.g. changed shift patterns)	5
Changed the type of work place or work environment (e.g. moved to ground floor, got a new chair)	6
Changed (reduced) the hours they worked	7
An occupational health assessment was undertaken	8
Amended work duties (SPECIFY HOW)	9
Took other action (SPECIFY)	10
No action was taken	11
Don't know	12
Refused	13

E Employer awareness of sources of advice and guidance on employment issues relating to pregnancy and maternity

ASK ALL

E1 Have you personally sought information or guidance on employment issues relating to pregnancy and maternity in the last three years?

Yes	1	ASK E2
No	2	GO TO SECTION F
Don't know	3	

ASK IF E1 = 1

E2 Thinking about the information currently available on the responsibilities of employers towards pregnant women and those on or returning from maternity leave, how would you rate firstly the current availability and secondly the current quality of information, where 1 equals very poor and 5 equals excellent:

SINGLE CODE PER ROW.

	Very poor Excellent					Depends on where you look	DK
_1 Availability	1	2	3	4	5	6	7
_2 Quality	1	2	3	4	5	6	7

ASK IF E1 = 1

E3 Thinking about sources of information on the responsibilities of employers towards pregnant women and those on or returning from maternity leave, in the last three years, where have you received (or gone to get) this information from?

DO NOT READ OUT. MULTICODE. PROBE: ANY OTHERS?

Advisory, Conciliation and Arbitration Service (ACAS) website/telephone line/publications (including Equality Direct)	1
Accountants	2
Chartered Institute of Personnel and Development (CIPD) websites/publications	3
Employers / business bodies or organisations (e.g. British Chambers of Commerce (BCC), Federation of Small Businesses (FSB), Confederation of British Industry (CBI), Institute of Directors (IoD))	4
The Equality and Human Rights Commission (EHRC) website/publications	5
Government department publications, helplines or websites (e.g. HM Revenue & Customs (HMRC), Department for Business Innovation and Skills, legislation guidance)	6
HR consultancy service/outsourcing/advisor	7
HR periodicals / websites / materials (e.g. People Management, Croners)	8
Internet search, e.g. Google	9
Law Firms / solicitors (including company lawyers)	10
Maternity Action	11
Networks (local or industry networks)	12
Newspapers / magazines	13
Pension scheme advisor	14
Personal contacts/friends	15
Training courses/seminars	16
Internal sources (e.g. colleagues, company handbooks, intranet)	17
Trade associations	18
Working Families	19
Xpert HR	20
Other 1 (please specify)	21

Other 2 (please specify)	22
Other 3 (please specify)	22
No information received / sought	V
Don't know	X

ASK ALL WHO CODED ANY AT E3

E4 **[IF MORE THAN ONE SOURCE CODED AT E3: Which of these sources do you trust to provide accurate information?] [IF ONLY CODED 1 SOURCE AT E3: Do you trust this source to provide accurate information?]**

[DP – NEED TO INSERT LIST OF THOSE SELECTED AT E3]

READ OUT IF NECESSARY. MULTICODE.

ASK ALL WHO CODED MORE THAN ONE CODE AT E3

E5 **And thinking of the sources you have used in the last 3 years, which one of these sources do you use most often?**

[DP – NEED TO INSERT LIST OF THOSE SELECTED AT E3]

READ OUT IF NECESSARY.

SINGLE CODE.

ASK IF SOUGHT GUIDANCE (E1=1)

E6 **What topics relating to pregnant woman and those on or returning from maternity leave have you sought information or advice on in the last 3 years?**

DO NOT READ OUT. MULTICODE.

Maternity leave and pay entitlements	1
Statutory rights relating to time off for appointments	2
Statutory rights relating to the notice period regarding a woman's return to work following maternity leave	3
Parental leave	4
Breastfeeding guidelines	5
Guidance on recruiting temporary staff for and arranging and planning maternity cover	6
Guidelines on how to communicate appropriately to members of staff on maternity leave (including Keeping in Touch (KIT) days)	7
Health and Safety (e.g. risks to pregnant women/new mothers, how to conduct risk assessments, action following risk assessments)	8
Equal/fair treatment for pregnant employees or avoiding pregnancy discrimination)	9
Information on sickness absence and adjustments (reasonable adjustments made to an employee's job due to their pregnancy)	10
Rights for part-time / fixed-term / casual workers	11
Which workers have statutory entitlements	12
Handling complaints	13
How to recover Statutory Maternity Pay	14
Information on dealing with flexible working requests	15
Help available for SME's	16
Childcare vouchers	17
Shared Parental Leave/Pay	18
General information	19
Other (please specify)	0
Don't know (DO NOT READ OUT)	X

F Attitudinal statements relating to workers who are pregnant or returning from maternity leave

ASK ALL [Q12]

F1 I am going to read out a series of statements and I'd like you to tell me the extent to which you personally agree or disagree that each applies to your establishment. Please be as honest as possible, and think about what is typical or likely for this workplace. As with all your responses, answers are completely anonymous and confidential.

SINGLE CODE ONE PER ROW. PROBE: IS THAT STRONGLY AGREE/DISAGREE OR JUST TEND TO AGREE/DISAGREE?

RANDOMISE THE ORDER	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree	DK
_1 Pregnant women are as committed to work as other members of the team	1	2	3	4	5	6
_2 During recruitment, women should declare upfront if they are pregnant	1	2	3	4	5	6
_3 During recruitment, it is reasonable to ask women about their plans to have children	1	2	3	4	5	6
_4 Some women at this workplace have abused their rights during pregnancy	1	2	3	4	5	6
_5 There is sometimes resentment amongst the team towards women who are pregnant or on maternity leave	1	2	3	4	5	6
_6 Pregnancy puts an unreasonable cost burden on this workplace	1	2	3	4	5	6
_7 Women returning to work after maternity leave are just as committed to work as other members of the team	1	2	3	4	5	6
_8 Pregnant women and new mothers are less interested in career progression and promotion than other employees	1	2	3	4	5	6

_9 Women should work for this organisation for at least a year before deciding to have children	1	2	3	4	5	6
_10 Women within this establishment who have had more than one pregnancy can be a burden to their team	1	2	3	4	5	6
_11 Supporting pregnant women and those on maternity leave is in the interests of this organisation	1	2	3	4	5	6

ASK IF AGREED TO F1_11 (F1_11=4 OR 5)

F2 You said you agreed that supporting pregnant women and those on maternity leave is in the interests of this this organisation. Why do you say this?

DO NOT READ OUT. MULTICODE. PROBE: ANY OTHER REASONS?

Increased staff retention / we want to keep them	1
Reduced recruitment costs	2
Reduced training costs	3
Better morale amongst employees	4
Other (specify)	5

G Complaints regarding maternity and pregnancy discrimination

ASK IF HAVE HAD PREGNANT EMPLOYEE IN PAST 3 YEARS OR RETURNERS OR POTENTIAL RETURNERS (A14=1 OR A15=1 OR A17A>0 OR A17B>0) [Q14]

G1 **Have any women within this establishment made a formal, written complaint relating to pregnancy or maternity-related discrimination in the last three years?**

INTERVIEWER NOTE: THIS DOES NOT NEED TO BE A CASE THAT HAS GONE TO AN EMPLOYMENT TRIBUNAL.

CODE ONE ONLY. IF YES, PROBE FOR WHETHER ONE OR MORE THAN ONE COMPLAINT.

Yes – one complaint in last 3 years	1	ASK G2
Yes – more than one complaint in last 3 years	2	
No	3	ASK G3
Don't know	4	
Refused	5	

ASK IF HAVE HAD COMPLAINTS (G1=1 OR 2) [Q14A]

G2 **What was the outcome of the (G1=2 ADD: most recent) complaint?**

MULTICODE, PROMPT TO PRECODES.

Complaint withdrawn	1
Complaint ongoing /undecided (internal)	2
Complaint upheld internally	3
Complaint dismissed internally	4
Woman left organisation	5
Complaint lodged with Employment Tribunal (ET) but settled before case heard (e.g. for a sum of money, on condition of apology or a reference)	6
Case resolved through ACAS early conciliation	7
Complaint lodged with ET and ongoing	8
Case went to ET and decided in employer's favour	9

Case went to ET and decided in woman's favour	10
Case was dismissed by ET	11
Other (specify)	12
Don't know	13
Refused	14

ASK IF HAVE HAD PREGNANT EMPLOYEE IN LAST 3 YEARS OR RETURNERS OR POTENTIAL RETURNERS (A14=1 OR A15=1 OR A17A>0 OR A17B>0)

G3 **Are you aware that the cost for employees of bringing a case to employment tribunal increased significantly from July 2013?**

Yes	1	ASK G4
No	2	ASK G6
Don't know	3	

ASK IF G3=1

G4 **Do you think that this has had any impact for...**

	YES	NO	DK
_1 Your organisation?	1	2	3
_2 Employees at your establishment?	1	2	3

ASK IF G4_1 =1 OR G4_2 = 1

G5 **What impacts has it had?**

WRITE IN		
Don't know	1	
Refused	2	

ASK IF HAVE EMPLOYED PREGNANT EMPLOYEES IN PAST 3 YEARS OR RETURNERS OR POTENTIAL RETURNERS (A14=1 OR A15=1 OR A17A>0 OR A17B>0) [AMENDED QUESTION Q15]

G6 **Sometimes women decide not to make a formal complaint when they feel they have been unfairly treated.**

Have there been any informal discussions between pregnant women, women on maternity/returning to work and yourself or your department regarding perceptions of unfair treatment, even if this was not pursued further?

CODE ONE ONLY

Yes	1
No	2
Don't know	3
Refused	4

ASK IF HAVE HAD PREGNANT EMPLOYEE IN LAST 3 YEARS OR RETURNERS OR POTENTIAL RETURNERS (A14=1 OR A15=1 OR A17A>0 OR A17B>0) [Q15A]

G7 **Have there been any informal discussions between (line) managers and yourself or your department regarding issues with managing pregnant women or those on or returning from maternity leave?**

ADD IF NECESSARY: FOR EXAMPLE, FOR ADVICE ON THESE ISSUES, WHERE A WOMEN IS FELT TO BE ABUSING HER SITUATION, OR WHERE A MANAGER WISHES TO TAKE ACTION THAT COULD BE CLASSIFIED AS DISCRIMINATORY.

SINGLE CODE

Yes	1
No	2
Don't know	3
Refused	4

ASK IF HAD INFORMAL DISCUSSIONS (G7=1) [Q15B]

G8 **What issues have these informal discussions covered?**

DO NOT READ OUT MULTICODE

General management issues regarding employees during pregnancy or those on or returning from maternity leave	1
Health and safety for pregnant employees or those on or returning from maternity leave	2
The use of 'Keep In Touch' (KIT) days	3
Flexible working for pregnant employees or those on or returning from maternity leave	4
Accommodating requests to express milk or breastfeed in the workplace	5
Issues regarding sick leave for employees during pregnancy or those on or returning from maternity leave	6
What can be considered 'reasonable' travel and overnight stays for employees during pregnancy or after returning from maternity leave	7
What constitutes reasonable time off (for appointments etc) during pregnancy or after returning from maternity leave	8
Complaints from other employees of favourable treatment for pregnant employees	9
How to handle when an employee's role or position changes or no longer exists while they are on maternity leave	10
Other (specify)	11
Don't know	12
Refused	14

H Actions and attitudes relating to dismissals, redundancies and restructuring (and awareness of legislation in this area)

READ OUT: THE NEXT SECTION LOOKS AT EXPERIENCES OF REDUNDANCY OR RESTRUCTURING WITHIN YOUR ORGANISATION. WE REALISE SOME OF THESE QUESTIONS COULD BE SENSITIVE, BUT IT WILL REALLY HELP BIS AND THE EHRC TO HAVE YOUR HONEST RESPONSES. ALL RESPONSES ARE ANONYMISED AND WILL NOT BE ATTRIBUTABLE TO YOU OR YOUR ORGANISATION.

ASK ALL

H1 In the last three years, has your establishment made any staff redundant, either voluntarily or compulsory?

READ OUT: INCLUDE ANY TERMINATION OF FIXED TERM OR ROLLING CONTRACTS WHERE THERE WAS AN EXPECTATION FROM THE EMPLOYEE THAT THIS CONTRACT WOULD BE RENEWED

SINGLE CODE

Yes	1	CONTINUE TO H2
No	2	GO TO H8
Don't know	3	
Refused	4	

IF MADE ANY STAFF REDUNDANT (H1=1) AND HAVE HAD PREGNANT EMPLOYEE IN LAST 3 YEARS (A14=1 OR A15=1)

H2 In the last three years, has your establishment made any pregnant women redundant, either voluntarily or compulsory?

SINGLE CODE

Yes	1	CONTINUE TO H3
No	2	GO TO H4
Don't know	3	
Refused	4	

IF MADE ANY PREGNANT WOMEN REDUNDANT (H2=1)

H3 **In the last three years, approximately how many pregnant women have been made redundant?**

None	0
WRITE IN:	
DO NOT READ OUT: Don't know	X
DO NOT READ OUT: Some but don't know how many	
DO NOT READ OUT: Don't measure/record this information	V

IF DON'T KNOW EXACT NUMBER AT H3

H3DK Is it approximately...

PROMPT WITH RANGES

1-2	1
3-5	2
6-10	3
11-15	4
16-20	5
21+	6
DO NOT READ OUT: Don't Know	7
DO NOT READ OUT: Refused	8

ASK IF H1=1 AND HAVE HAD PREGNANT EMPLOYEE IN LAST 3 YEARS (A14=1 OR A15=1)

H4 **In the last three years, how many workers on maternity leave, if any, have been made redundant?**

None	0
WRITE IN:	
DO NOT READ OUT: Don't know	X
Some, but don't know how many	
DO NOT READ OUT: Don't measure/record this information	

IF DON'T KNOW EXACT NUMBER AT H4 (CODE V)

H4DK **Is it approximately...**

PROMPT WITH RANGES

1-2	1
3-5	2
6-10	3
11-15	4
16-20	5
21+	6
None	7
DO NOT READ OUT: Don't Know	8
DO NOT READ OUT: Refused	9

ASK IF H2 = 1 OR H4>0 OR SOME BUT DON'T KNOW HOW MANY OR H4DK=1-6

H5 **Thinking of the redundancies of pregnant women or those on maternity leave in the last three years, were any of these individuals informed about their redundancy at any of the following points...**

READ OUT. MULTICODE.

	YES	NO	DK
_1 Prior to disclosing that they were pregnant	1	2	3
_2 After disclosing that they were pregnant, but prior to going on Maternity Leave	1	2	3
_3 While on Ordinary Maternity Leave	1	2	3
_4 While on Additional Maternity Leave	1	2	3
_5 Having returned to work following Maternity Leave	1	2	3
_6 At the same time as other redundancy announcements, regardless of stage of pregnancy or maternity leave	1	2	3

ASK IF HAVE MADE EMPLOYEE ON MATERNITY LEAVE REDUNDANT (H4>0 OR SOME BUT DON'T KNOW HOW MANY OR H4DK=1-6)

H6 **In the last three years, where employees on maternity leave were selected for redundancy, were all, some or none they offered a suitable alternative vacancy?**

SINGLE CODE

All	1	ASK H7
Some	2	
None	3	ASK H8
Don't know	4	
Refused	5	

ASK IF H6=1

H7 **Were they offered this vacancy ahead of other workers not on maternity leave?**

SINGLE CODE.

Yes in all cases	1
Yes in some cases	2
No	3
Don't know	4
Refused	5

ASK ALL

H8 **Are you aware of the ACAS 'Managing redundancy for pregnant workers and those on maternity leave' guidance?**

IF YES (H8=1)

H8a) Have you used this guidance in the last 3 years?

	H8	H8a
Yes	1	1
No	2	2

Don't know	X	X
Refused	V	V

ASK ALL

H9 **To what extent would you agree or disagree with the following statement.
“Our workplace redundancy selection processes are clear and transparent”?**

SINGLE CODE EACH ROW.

	Strongly disagree			Strongly agree			DK
_1 Our workplace's redundancy selection processes are clear and transparent	1	2	3	4	5	6	

ASK IF HAVE HAD PREGNANCY IN THE LAST THREE YEARS (A14=1 OR A15=1)

H10 **Moving on now to dismissals, in the last three years, has your establishment dismissed any employees who were pregnant or on maternity leave?**

SINGLE CODE.

Yes	1
No	2
Don't know	3
Refused	4

IF DISMISSED ANY EMPLOYEES WHO WERE PREGNANT OR ON MATERNITY LEAVE (H10=1)

H11 **In the last three years, how many employees who were pregnant or on maternity leave have been dismissed?**

WRITE IN:	
DO NOT READ OUT: Don't know	X
DO NOT READ OUT: Some but don't know how many	
DO NOT READ OUT: Don't measure/record this information	V

IF DON'T KNOW EXACT NUMBER AT H11

H11DK Is it approximately...

PROMPT WITH RANGES

1-2	1
3-5	2
6-10	3
11-15	4
16-20	5
21+	6
DO NOT READ OUT: Don't Know	7
DO NOT READ OUT: Refused	8

I Flexible working practices

READ OUT: WE ARE NOW INTERESTED IN DISCUSSING FLEXIBLE WORKING PRACTICES AT YOUR ESTABLISHMENT

ASK ALL [Q5]

[DP – LOOP QS I_1, I_2, AND I_3 FOR EACH ITERATION BELOW]

I1 Iterations

1_Part time working
2_Reduced working hours in some other way
3_Compressed hours: this is where an employee works full-time hours over fewer days in their working week, for example, working a 40 hour week over four days, or working a nine-day fortnight.
4_Flexi-hours/flexi-time
5_Job sharing
6_Working from home/working from home more frequently
7_ Making fewer business trips away from usual place of work
8_Annualised hours, where the number of hours staff have to work is calculated over a full year rather than a week or month.
9_Staggered hours [ADD IF NECESSARY - The employee has different start, finish and break times from other workers]
10_Zero hour contract [ADD IF NECESSARY – A zero hour contract is a contract where the employer does not guarantee to provide the worker with work and will only pay the worker for those hours which are actually worked]
11_Term-time working

I1_1 [insert flexible working iteration] - is this available to all of your workers, some of your workers, or is it not available at your establishment?

SINGLE CODE, PROMPT: IF AVAILABLE - TO ALL OR AT LEAST SOME?

Available to all	1	
Available to at least some workers	2	
Not available	3	
Don't know	4	
Refused	5	

ASK IF HAD A PREGNANT EMPLOYEE IN THE PAST 3 YEARS (A14=1 OR A15=1) AND EACH PRACTICE AVAILABLE AT I1_1 (I1_1=1-2)

I1_2 Are all pregnant women offered the option of [insert flexible working iteration]; are some pregnant women offered this; or is it considered following a request?

SINGLE CODE.

All offered	1
Some offered	2
Considered following request	3
Not offered [DO NOT READ OUT]	6
Don't know	X
Refused	V

ASK IF HAVE HAD WOMEN RETURN TO WORK FOLLOWING PREGNANCY OR HAVE POTENTIAL RETURNERS AND PRACTICE AVAILABLE AT I1_((I1_1=1-2) AND A17A>0 OR A17ADK=2-10 OR A17B>0 OR A17BDK=2-10)

I1_3 Are all mothers returning to work offered the option of [insert flexible working iteration]; some mothers are offered this; or is it considered following a request?

SINGLE CODE.

All offered	1
Some offered	2
Considered following request	3
Not offered [DO NOT READ OUT]	6
Don't know	4
Refused	5

ASK THOSE WHO HAVE HAD A PREGNANT EMPLOYEE IN THE PAST 3 YEARS (A14=1 OR A15=1)]

- I2 **In the last three years, approximately how many pregnant women, women on maternity leave, or those returning from maternity leave have requested flexible working arrangements?**

WRITE IN:	
DO NOT READ OUT: Don't know	X

IF DON'T KNOW EXACT NUMBER AT I2

I2DK IS IT APPROXIMATELY...

READ OUT

1-2	1	ASK I3
3-5	2	
6-10	3	
11-15	4	
16-20	5	
21+	6	
DO NOT READ OUT: Don't Know	7	CHECK I4
DO NOT READ OUT: Refused	8	

ASK IF I2 WRITE IN $\neq 0$, OR I2DK = 1-6

- I3 **Were all these requests granted, most, a minority, or were none of the requests granted?**

SINGLE CODE.

All requests	1	GO TO SECTION J
Most requests	2	ASK I4
A minority of requests	3	
No requests	4	
[DO NOT READ OUT] Don't know	5	GO TO SECTION J

[DO NOT READ OUT] Refused	6	
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ASK IF I3 = 2 OR 3 OR 4

I4 **Where requests were not granted, what were the reasons for this?**

MULTICODE, PROMPT TO PRECODES

Extra costs	1
The work can't be reorganised among other staff	2
People can't be recruited to cover the work	3
Flexible working will affect quality and performance	4
The business won't be able to meet customer demand	5
There is a lack of work to do during the proposed working times	6
The business is planning changes to the workforce	7
To avoid resentment from colleagues	8
Sets unhelpful precedent	9
Had to balance flexible working requests of other employees	10
Operational requirements	11
Other reasons (please specify)	12
Don't know	13
Refused	14

J Breastfeeding

READ OUT: NOW IF WE COULD MOVE ON TO YOUR VIEWS AND EXPERIENCES ON BREASTFEEDING AND EXPRESSING MILK IN THE ESTABLISHMENT

ASK ALL

J1 **Where one equals strongly disagree, and five equals strongly agree: to what extent would you agree or disagree that...**

SINGLE CODE EACH ROW.

	Strongly disagree			Strongly agree			DK
_1 You are clear about what you need or would need to do to accommodate requests to express milk or breastfeed in the workplace	1	2	3	4	5	6	

ASK ALL

J2 **What facilities or opportunities for expressing milk or breastfeeding does your establishment provide, or are available if these aren't currently used?**

DO NOT READ OUT, MULTICODE, PROBE FOR OTHERS.

Flexible breaks to allow for breastfeeding or expressing milk	1
A private room other than a toilet or sick room with suitable facilities for breastfeeding or expressing milk	2
A toilet or sick room	3
Storage facilities for breast milk (e.g. a fridge)	4
Other (please specify)	5
Don't know	6
None	7
Refused	8

ASK IF HAVE EMPLOYED PREGNANT EMPLOYEES IN PAST 3 YEARS (A14=1 OR A15=1)

J3 **How many pregnant women or mothers returning to work at this establishment have requested arrangements for expressing milk or breastfeeding at work in the last three years?**

WRITE IN:	
DO NOT READ OUT: Don't know	X

IF DON'T KNOW EXACT NUMBER AT J3

J3dk IS IT aPPROXIMAtely...

PROMPT WITH RANGES

None	1
1-2	2
3-5	3
6-10	4
11-15	5
16-20	6
20+	7
Don't know	8
Refused	9

ASK IF J3 WRITE IN ≠ 0, OR J3DK = 2-7

J4 **What proportion of these requests were granted?**

SINGLE CODE, PROMPT TO PRECODES.

All requests	1
Some requests	2
No requests	3
Don't know	4

K Communication and Keep In Touch (KIT) Days

ASK ALL

K1 Are you aware of ‘keeping in touch’ (KIT) days for women on maternity leave?

ADD IF NECESSARY: WORKERS CAN WORK UP TO 10 DAYS DURING THEIR MATERNITY, ADOPTION OR ADDITIONAL PATERNITY LEAVE. THESE DAYS ARE CALLED ‘KEEPING IN TOUCH DAYS’. KEEPING IN TOUCH DAYS ARE OPTIONAL, BOTH THE EMPLOYEE AND EMPLOYER NEED TO AGREE TO THEM

SINGLE CODE.

Yes	1	ASK K2
No	2	ASK K3
Don't know	3	
Refused	4	

ASK IF HAVE HAD PREGNANT EMPLOYEE IN LAST 3 YEARS AND AWARE OF KIT ((A14=1 OR A15=1) AND K1=1)

K2 Has your organisation made use of ‘keeping in touch’ (KIT) days in the last 3 years?

SINGLE CODE.

Yes	1
No	2
Don't know	3
Refused	4

ASK IF HAVE HAD PREGNANT EMPLOYEE IN LAST 3 YEARS (A14=1 OR A15=1)

K3 [IF HAVE USED KIT DAYS IN LAST 3 YEARS (K2=1): Besides ‘Keeping in Touch’ days] Does there tend to be any [other] formal or informal contact with employees on maternity leave?

Yes	1	ASK K4
No	2	ASK L1

Don't know	3	
------------	---	--

ASK IF THERE IS OTHER FORMAL OR INFORMAL CONTACT WITH EMPLOYEES ON MATERNITY LEAVE (K3=1)

K4 **At what point(s) is this contact made?**

DO NOT READ OUT, MULTICODE.

In the first few weeks of maternity leave (e.g. to follow-up on work issues occurring just before maternity leave)	1
Regularly throughout maternity leave	2
Occasionally throughout maternity leave	3
Close to the point of a woman returning from maternity leave	4
Other (please specify)	5
Don't know	6

ASK IF THERE IS OTHER FORMAL OR INFORMAL CONTACT WITH EMPLOYEES ON MATERNITY LEAVE (K3=1)

K5 **Generally, how frequently is contact made with employees on maternity leave?**

SINGLE CODE, PROMPT IF NECESSARY.

Every day	1
Several times a week	2
Once a week	3
A few times a month	4
Several times a month	5
Several times in a period of months	6
Very occasionally when absolutely necessary	7
Only to discuss returning to work	8
Other (please specify)	9
Don't know	10

ASK IF K3=1

K6 **What is the purpose of this contact?**

DO NOT READ OUT, MULTICODE.

To help those on maternity leave to maintain skills	1
To help those on maternity leave to keep up to date with developments in the workplace	2
To discuss plans for returning to work	3
To keep them 'in the loop'	4
Others (please specify)	5
Don't know	6

ASK ALL

K7 **Where one equals strongly disagree and five equals strongly agree, to what extent would you agree or disagree that .**

	Strongly Strongly disagree agree					DK
_1 Pro-actively contacting an employee on maternity leave may be interpreted as putting them under pressure to return to work sooner	1	2	3	4	5	6

L HR Issues

READ OUT: NOW JUST A FEW QUESTIONS ABOUT HR PROCESSES

ASK ALL

- L1 **Who within your organisation makes individual HR decisions in relation to pregnant women and women on maternity or returning to work (e.g. where an employee makes a request for flexible working)?**

SINGLE CODE, PROMPT IF NECESSARY.

Director(s)	1
Senior managers	2
Central HR department/team	3
Individual line managers	4
The respondent	5
Other (please specify)	0
Don't know	X
None of these	V

ASK IF L1=4

- L2 **Where do line managers get their information and advice regarding pregnancy and maternity HR issues from?**

DO NOT READ OUT, MULTICODE.

Director(s)	1
Senior managers	2
Central HR department/team	3
External advice organisations	4
Other sources of information including the internet	5
From company training	6
Other (please specify)	7
Don't know	8
None of these	9

M Re-contacting and checking contact details

ASK ALL

M1 **Thank you very much for your time today. Finally would you be willing for us to re-contact you again for:**

MULTICODE EXCEPT 4TH OPTION

This particular study – if we need to clarify any of the information given in this interview	1
For further research that we may conduct as part of this research study (e.g. in-depth interviews with employers, or participation in workshops)	2
Other research studies which may be relevant to you	3
None of these	4

ASK IF CONSENT TO RE-CONTACT (M1 = 1-3)

M2 **And could I just check, is [NUMBER] the best number to call you on?**

Yes	1
No - write in number	2

ASK IF CONSENT TO RE-CONTACT (M1 = 1-3)

M3 **And is [ADDRESS] the correct address to write to you?**

Yes	1
No - write in correct address	2

SAY TO ALL

THANK RESPONDENT AND CLOSE INTERVIEW

Finally I would just like to confirm that this survey has been carried out under IFF instructions and within the rules of the MRS Code of Conduct.

Thank you very much for your help today.

13 Survey of mothers' questionnaire

S Screener

ASK PERSON WHO ANSWERS PHONE

S1 Good morning / afternoon / evening. My name is NAME and I'm calling from IFF Research. Please can I speak to [NAME]?

ADD IF NECESSARY: [NAME] kindly agreed to participate in research we are conducting on behalf of the Department of Business, Innovation and Skills (BIS) and the Equality and Human Rights Commission (EHRC). [NAME] filled in a questionnaire giving us her contact details so we could contact her to complete the survey.]

Respondent answers phone	1	CONTINUE
Transferred to respondent	2	
Hard appointment	3	MAKE APPOINTMENT
Soft Appointment	4	
Refusal	5	CLOSE
Not available in deadline	6	
Engaged	7	
Fax Line	8	
No reply / Answer phone	9	
Business Number	10	
Dead line	11	

ASK NAMED RESPONDENT

S2 Good morning / afternoon, my name is NAME, calling from IFF Research, an independent research company.

I'm calling because you recently completed a short questionnaire [IF ONLINE: online; IF POSTAL; which you posted back to us] where you kindly agreed to take part in some research about being a mother in the Twenty First Century. The research is among the mothers of babies and young children and is specifically about their experience of working while pregnant and since the birth of their baby.

IFF is undertaking the research on behalf of the Department of Business, Innovation and Skills (BIS) and the Equality and Human Rights Commission (EHRC).

The research results will be used to help women who are working while pregnant and also working mothers and their families. We would be very grateful for your participation.

The telephone survey will take around 30 minutes to complete. We could go through it now or I could arrange a convenient time during the day or evening to call you back.

IF ASKS FOR MORE INFORMATION ON HOW THE RESEARCH WILL BE USED: the research will be used to explore how far the employment rights of women who are pregnant, on maternity leave or returning to work are being followed. The research results will be used widely - by various government departments, independent public bodies such as the EHRC and also by organisations that provide advice and support on employment rights.

IF SAYS DOES NOT WORK NOW: It doesn't matter if you went back to work or not after your baby was born, or if you are working now or not. We are interested in all perspectives.

IF ASKED WHERE GOT CONTACT DETAILS FROM: At the end of the questionnaire you gave us your telephone number so we could call you so you could complete this telephone survey.

IF CAN'T REMEMBER THE INITIAL QUESTIONNAIRE: the questionnaire you completed was called 'Survey into the experience of being a mother in the Twenty-First Century'. It was four pages long and asked about your age, the age of your youngest baby and whether you had worked at all when pregnant.

Continue	1	CONTINUE
Hard appointment	2	MAKE APPOINTMENT
Soft appointment	3	
Refusal	4	THANK AND CLOSE
Refusal – taken part in recent survey	5	

Send reassurance email from Dimensions	6	MAKE APPOINTMENT
Needs reassurances	7	GO TO REASSURANCE

S3 This call may be recorded for quality and training purposes only.

REASSURANCES TO USE IF NECESSARY

The interview will take around 30 minutes to complete.

Please note that all data will be reported in aggregate form and your answers will not be reported to our client in any way that would allow you to be identified.

If respondent wishes to confirm validity of survey or get more information about aims and objectives, they can call:

- MRS: Market Research Society
- IFF: Alice Large or Helen Rossiter
- BIS: Tom Howe

A Demographics

ASK ALL [Q2]

In the initial questionnaire you [IF ONLINE: completed online; IF POSTAL; posted back to us] you gave us some information regarding your age and the age of your baby. I just need to check we have the correct information.

ASK ALL

A1 Can I just confirm, how many children you have, excluding any that are adopted or you are fostering? How many do you have aged...

READ OUT. CODE ONE PER ROW

Under 9 months (SPECIFY HOW MANY)	
Aged 9 – 26 months (SPECIFY HOW MANY)	IF ZERO THANK AND CLOSE
Aged over 26 months (SPECIFY HOW MANY)	

A2 **DELETED**

A3 **DELETED**

ASK IF MORE THAN ONE CHILD AGED 9-26 MONTHS (A1_2/>1) [Q4]

A4 Are your children aged 9-26 months...?

READ OUT. ALLOW MULTICODE

Twins	1	
[IF A1_2/>2] Triplets	2	
[IF A1_2/>3] Quads	3	
Different ages	4	
DO NOT READ OUT: Other (please specify)	5	
DO NOT READ OUT: Don't know	6	

ASK ALL [Q5]

ASK IF ONLY ONE CHILD AGED 9-26 MONTHS (A1_2/'1')

A5 **Please can you tell me the month and year that your child aged 9-26 months was born in?**

ASK IF MORE THAN ONE CHILD AGED 9 – 26 MONTHS – NOT MULTIPLES (A4/4)

Of your children that fall into the 9 to 26 month age bracket, please can you tell me the month and year that the youngest was born in?

ASK IF MORE THAN ONE CHILD AGED 9 – 26 MONTHS MULTIPLES (A4/1-3 OR 5-6)

Please can you tell me the month and year that your youngest children aged 9 to 26 months were born in?

For the remainder of the questionnaire we are interested in your experiences when pregnant and on maternity leave with [IF ONLY ONE CHILD OR MORE THAN ONE CHILD BUT NOT MULTIPLES (A1_2/'1' OR A4/4): this child.] [IF MORE THAN ONE CHILD AND MULTIPLES (A4/1-3 OR 4-5): these children],

ENTER MONTH

ENTER YEAR

Don't know / Can't remember year

X

IF DON'T KNOW EXACT NUMBER – PROMPT WITH RANGES

9-12 months	1	
13-17 months	2	
18-24 months	3	
24+ months	4	
Don't know	5	
Refused	6	

ASK ALL [Q6]

A6 **[IF ANSWERING ABOUT 1 CHILD AT A5: A1_2/'1' OR A4/4] And was your child born in [MONTH, YEAR FROM A5]...?**

[IF ANSWERING ABOUT 1 CHILD AT A5: A1_2/'1' OR A4/4 AND A5RANGE/4 OR 5]: And was your child...?

[IF ANSWERING ABOUT MULTIPLES A5: A4/1-3] And were your children born in [MONTH, YEAR FROM A5]...?

IF ANSWERING ABOUT MULTIPLES A5: A4/1-3 AND A5RANGE/4 OR 5]: And were your children?

READ OUT. CODE ONE ONLY

Born on or after their due date	1	
Born before their due date	2	
Refused	3	
Don't know / Can't remember	4	

ASK THOSE WHOSE BABY WAS BORN BEFORE DUE DATE (A6/2)

A7 **At how many weeks [IF A4/1-3: were your children born; IF A1_2/'1' OR A4/4: was your child born]?**

PROMPT IF NECESSARY. CODE ONE ONLY

Before 37 weeks (specify)	1	
37-39 weeks	2	
40 weeks or later	3	
Don't know / Can't remember	4	

ASK ALL

A8 [IF 1 CHILD 9-26 MONTHS – A1_2/'1' OR MORE THAN ONE BUT NOT MULTIPLES A4/4]: Please could you tell me the name of your child born on [MONTH, YEAR FROM A5]?

[IF 2+CHILDREN – NOT MULTIPLES A4/4 AND A5RANGE/4 OR 5]: Please could you tell me the name of your child?

[IF 2+CHILDREN –MULTIPLES A4/1-3]: Please could you tell me the names of your children born on [MONTH, YEAR FROM A5]? [IF 2+CHILDREN –MULTIPLES A4/1-3 AND A5RANGE/4 OR 5]: Please could you tell me the names of your children?

A9 ADD IF NECESSARY: We are only asking the name of your child so that we can include it in some questions to make the wording more straightforward...

INTERVIEWER: ENTER NAME OF CHILD INTO BOXES

Child 1 (specify)	1	
[IF A4=1] Child 2 (specify)	2	
[IF A4=2] Child 3 (specify)	3	
[IF A4=3] Child 4 (specify)	4	
Refused	5	

A10

A8 DUM 1 – AGE NAME GIVEN (INTERNAL USE ONLY)		
Age of child given	1	A5/ NOT DK/REF
Name of child given	2	A8/1-4
None of the above	3	ALL NOT IN GROUPS 1 OR 2 AT A8DUM1
A8 DUM2 – TEXT SUB TO USE THROUGHOUT QUESTIONNAIRE WHEN PROMPTING WITH NAME/AGE OF BABY (INTERNAL USE ONLY)		
Insert name of child(ren) given at A8 as text sub	1	A8 DUM1/ 2
Insert as text sub: 'your child born in [INSERT a5month / INSERT a5year]' if one part of these are DK then please leave DK part blank, if both are DK then please use text sub 3 below	2	A8 DUM/ 1 AND NOT 2
Insert as a text sub: your child aged 9 – 26 months OR your youngest child in the 9-26 age range	3	A8DUM1/3

ASK ALL [Q6]

A11 **At any stage while you were pregnant with [AGE OR NAME OF CHILD FROM A8DUM2] were you working...?**

READ OUT. CODE ONE PER ROW

	YES	NO	
_1 As an employee	1	2	IF NO THANK AND CLOSE
_2 On a self-employed basis	1	2	

DS – IF A9_1/2 THANK AND CLOSE

ASK ALL

A12 **And which one of the following best describes your CURRENT SITUATION. Are you...**

READ OUT. CODE ONE ONLY

On maternity leave ADD IF NECESSARY: including paid or unpaid maternity leave, using accumulated annual leave as part of maternity leave or using parental leave	1	
In work – for THE SAME employer you worked for before the birth of your baby	2	
In work – for A DIFFERENT employer you worked for before the birth of your baby	3	
In work – on a self-employed basis	4	
Not in work – and currently looking for work	5	
Not in work – and taking a sabbatical/career break	6	
Not in work – and not currently looking for work	7	
In education or training	8	
Other (specify)	9	

DS: A10A, A10B AND A10C ARE DUMMY VARS WHICH COME AFTER A13

ASK ALL ON MAT LEAVE WHERE BABY AT A5 IS AGED 18M+ AND HAS YOUNGER CHILDREN (CHILD OVER 18M FROM A5 AND A10/1 AND A1_1/>0)

A13 **And can I just check, are you on maternity leave for [INSERT NAME OR AGE OF BABY AS PER A8DUM2] or for a younger child?**

On maternity leave for INSERT NAME OR AGE OF BABY AS PER A8DUM2	1	
On maternity leave for a younger child	2	
Refused	3	

ASK ALL NOT WORKING FOR THE SAME EMPLOYER AS BEFORE BIRTH OF BABY (A10/3-9 OR A9/1 AND A11/2-3)

A14 **And after the birth of [INSERT NAME OR AGE OF BABY AS PER A8DUM2] did you return to work...**

READ OUT. CODE ONE ONLY

For the same employer as you worked for while pregnant	1	
For a different employer	2	
On a self-employed basis	3	
OR did you not return to work at all?	4	

ASK ALL NOT ON MATERNITY LEAVE (A10/2-10)

A15 **And after the birth of [INSERT NAME OR AGE OF BABY AS PER A8DUM2] did you go on maternity leave from the employer you worked for while pregnant...**

Yes	1	
No	2	

A10A DUMMY VAR – RETURN TO WORK AFTER BIRTH OF CHILD

RETURNED TO WORK FOR SAME EMPLOYER	1	A10/2 OR A12/1
RETURNED TO WORK FOR DIFFERENT EMPLOYER	2	A12/2
RETURNED TO WORK – SELF EMPLOYED ONLY	3	A12/3
STILL ON MATERNITY LEAVE	4	A10/1
DID NOT RETURN TO WORK	5	A12/4

A10B DUMMY VAR – CURRENT WORK STATUS

IN WORK FOR SAME EMPLOYER AS BEFORE BIRTH OF BABY	1	A10/2
IN WORK FOR DIFFERENT EMPLOYER AS BEFORE BIRTH OF BABY	2	A10/3
IN WORK – SELF EMPLOYED ONLY	3	A10/4
ON MATERNITY LEAVE- FOR SAMPLED CHILD	4	A10/1
ON MATERNITY LEAVE- FOR A YOUNGER CHILD	5	A11/2-3
NOT IN WORK	6	A10/5-9

A10C DUMMY VAR – HAD/ON MATERNITY LEAVE

Yes – Currently on Mat Leave OR had one but finished	1	A10/1 OR A13/1
No – have not had a Mat Leave at any point	2	A13/2

ASK ALL [Q13]

A16 **And choosing from the following ranges, what was your age last birthday?**

PROMPT WITH RANGES

Under 20 years	1	
20-24	2	
25-29	3	
30-34	4	
35-39	5	
40-44	6	
45 or older	7	
Refused	8	

ASK ALL

A17 **At the time when you became pregnant with [INSERT NAME OR AGE OF BABY AS PER A8DUM2] were you working as a paid employee for an organisation?**

Yes	1	
No	2	

ASK THOSE IN EMPLOYMENT AT START OF PREGNANCY (A15/1) [Q18]

A18 **How long had you worked for this employer, before the birth of [INSERT NAME OR AGE OF BABY AS PER A8DUM2]**

INTERVIEWER: ENTER NUMBER OF YEARS + NUMBER OF MONTHS IN APPROPRIATE BOXES (E.G. '3' YEARS AND '6' MONTHS)

ENTER NUMBER OF YEARS: ALLOW 0-99

ENTER NUMBER OF MONTHS: ALLOW 0-11 AND ALLOW DK

Don't know / Can't remember

X

ASK THOSE NOT IN WORK WHEN FIRST PREGNANT (A15/2)

A19 **How many weeks into your pregnancy did you become employed?**

ENTER NUMBER: ALLOW 1-38

IF DON'T KNOW EXACT NUMBER – PROMPT WITH RANGES

1 – 4 weeks	1
5 – 8 weeks	2
9 – 12 weeks	3
13 – 16 weeks	4
17 – 20 weeks	5
21- 24 weeks	6
25 - 28 weeks	7
29 – 32 weeks	8
33 or more weeks	9
Don't know	10
Refused	11

ASK ALL

A20 **While you were pregnant did you work in paid employment for...?**

IF SAY WORK FOR AN AGENCY: If you were employed through a temping agency while pregnant please count each place where you worked as a separate employer.

One employer only in paid employment	1	
Two or more employers in paid employment (specify how many)	2	

ASK THOSE WORKING FOR TWO OR MORE EMPLOYERS (A18/2)

A21 **And thinking about the [INSERT NUMBER OF JOBS FROM A18] jobs, at any point were you working for more than one employer in paid employment at once?**

Yes – worked for more than one employer in paid employment at once	1	
No – never worked for more than one employer in paid employment at once when pregnant.	2	

ASK THOSE WORKING FOR MORE THAN ONE EMPLOYER AT ONCE (A19/1)

A22 **And, at the last point at which you were employed before the birth of your baby were you working in one paid job only or doing more than one paid job at the same time?**

Doing one paid job only	1	
Doing more than one paid job (specify how many)	2	

B Paid Employment before Childbirth

I'd now like to ask you a few questions about the LAST PAID JOB you were in before the birth of [INSERT NAME OR AGE OF BABY AS PER A8DUM2]].

IF WORKED FOR 2+ EMPLOYERS AT ONCE DURING LAST PAID EMPLOYMENT WHILE PREGNANT (A20/2): You said you were working in [INSERT NUMBER OF JOBS FROM A20] paid jobs at once at the last point at which you were pregnant before the birth of your baby. For the next few questions please answer in relation to the job you considered to be your MAIN JOB.

IF RETURNED TO WORK FOR SAME EMPLOYER AFTER BIRTH OF BABY (A10A/1): If you returned to this job since having your baby, please note that we are interested here in the details of your job as it was BEFORE the birth of your baby.

If you were working for a temping agency please answer the next few questions in relation to the post you had for the majority of the time you were pregnant NOT the temping agency itself.

ASK ALL [Q14]

B1 What was your job title in the last job role you worked in before the birth of your baby?

INTERVIEWER PROBE FOR FULL DETAILS.

E.G. IF RESPONDENT IS "SUPERVISOR" ASK WHAT KIND OF ACTIVITIES THEY SUPERVISE, IF 'ASSISTANT, WHAT SORT OF ASSISTANT?

WRITE IN. TO BE CODED TO 4 DIGIT SOC 2010. ALLOW REFUSED.

ASK ALL [Q14]

B2 What were your main duties or responsibilities?

INTERVIEWER PROBE FOR FULL DETAILS.

DID RESPONDENT MANAGE ANY STAFF? IF SO HOW MANY?

WHAT DEPARTMENT WERE THEY IN?

WRITE IN. TO BE CODED TO 4 DIGIT SOC 2010. ALLOW REFUSED.

ASK ALL [Q15]

B3 **What is the main activity of the business you worked for?**

INTERVIEWER PROBE:

- What is the main product or service of this establishment?

WRITE IN. TO BE CODED TO 2 DIGIT SIC 2007. ALLOW REFUSED.

ASK ALL [Q16]

B4 **Approximately how many people worked for your employer at the site that you worked at, excluding temporary or casual staff?**

PROMPT IF NECESSARY. CODE ONE ONLY.

Between 1 and 5 people	1	
Between 6 and 9 people	2	
Between 10 and 24 people	3	
Between 25 and 49 people	4	
Between 50 and 99 people	5	
Between 100 and 249 people	6	
250+ people	7	
Don't know	8	

ASK ALL [Q16A]

B5 **Which of the following best describes the type of contract that you had?**

READ OUT. CODE ONE ONLY

IF ASKED ABOUT ZERO HOURS: A zero hour contract is a contract where the employer does not guarantee to provide the worker with work and will only pay the worker for those hours which are actually worked.

Permanent	1	
Fixed Term Contract	2	
Agency work	3	
Casual Work	4	

Zero hours contract	5	
DO NOT READ OUT: Other (specify)	6	
DO NOT READ OUT: Don't know	7	

ASK ALL WHO WERE ON A FIXED TERM CONTRACT (B5/2)

B5A Was this a fixed term contract for a specific one off project / period of time OR was it one where your contract was 'rolled over' annually or periodically?

PROMPT IF NECESSARY. CODE ONE ONLY.

For a specific / one off project or period	1	
'Rolled over' annually / periodically	2	
Other (specify)	3	
DO NOT READ OUT: Don't know	4	

ASK ALL WHO WERE ON A FIXED TERM CONTRACT WHO DID NOT HAVE A MATERNITY LEAVE WITH EMPLOYER WORKED FOR WHEN PREGNANT (B5/2 AND A10C/2)

B5B Earlier you mentioned you had not been on maternity leave from the employer you worked for when pregnant. Was this because your contract ended while you were pregnant or for another reason?

CODE ONE ONLY.

Yes – contract ended while pregnant so not entitled to maternity leave	1	
No – another reason for not having a maternity leave (specify)	2	
Don't know / can't remember	3	
Refused	4	

ASK ALL

B6 **And at the time you told your employer you were pregnant, how many hours a week did you work, including paid or unpaid overtime and excluding meal breaks?**

INTERVIEWER NOTE: IF VARIED ASK FOR ANSWER IN RELATION TO TYPICAL WEEK

ENTER NUMBER: ALLOW 1-99

IF DON'T KNOW EXACT NUMBER – PROMPT WITH RANGES

10 hours a week or less	1
11-15 hours	2
16-20 hours	3
21-25 hours	4
26-30 hours	5
31-35 hours	6
36-40 hours	7
41-50 hours	8
51-60 hours	9
61-70 hours	10
More than 70 hours a week	11
Don't know	12
Refused	13

ASK ALL [Q17]

B7 Choosing from the following bands, before tax, how much did you earn in that job? You can give me an answer per year, per month or per week.

INTERVIEWER INSTRUCTION: START AT CODE 4 '£10,000 - £19,999 a year' AND ASK IF THEY EARN MORE OR LESS THAN THAT - THEN GO FROM THERE TO REACH THE APPROPRIATE BAND AS QUICKLY AS POSSIBLE. PLEASE NOTE NOT ALL THE CODES HAVE TO BE READ OUT.

READ OUT. CODE ONE ONLY.

Up to £2,999 a year / up to £249 a month / up to £57 a week	1
£3,000 - £4,999 a year / £250 - £416 a month / £58 - £96 a week	2
£5,000 - £9,999 a year / £417-£833 a month / £97 - £192 a week	3
£10,000 - £19,999 a year / £834-£1,666 a month / £193 - £384 a week	4
£20,000 - £29,999 a year / £1,666 - £2,499 a month / £385 - £577 a week	5
£30,000 - £39,999 a year / £2,500-£3,333 a month / £578 - £769 a week	6
£40,000 - £49,999 a year / £3,333 - £4,166 a month / £770 - £958 a week	7
£50,000 - £59,999 a year / £4,167 - £4,999 a month / £959 - £1,150 a week	8
£60,000 - £69,999 a year / £5,000 - £5,832 a month / £1,151 - £1,342 a week	9
£70,000 - £79,999 a year / £5,833 - £6,665 a month / £1,343 - £1,533 a week	10
£80,000 - £89,999 a year / £6,666 - £7,499 a month / £1,534 - £1,725 a week	11
£90,000 - £99,999 a year / £7,500- £8,332 a month / £1,726 - £1,917 a week	12
£100,000 a year or more / £8,333 a month or more / £1,918 a week or more	13
Don't Know	9
Refused	0

B8 **DELETED**

B8a **DELETED**

ASK ALL

B9 **And overall would you say your employer was supportive of your needs as someone who was working while pregnant. Would you say...?**

READ OUT. CODE ONE ONLY.

They supported your needs willingly	1	
They supported your needs but somewhat reluctantly	2	
They supported your needs but very reluctantly	3	
They did not support your needs	4	
DO NOT READ OUT: Don't know	5	

ASK IF SUPPORT WAS GIVEN RELUCTANTLY OR NOT SUPPORTED (B9/2-4) [Q30B - NEW PRECODES – SEE COMMENTS]

B10 **Why do you say that?**

DO NOT READ OUT. CODE ALL THAT APPLY.

Unsympathetic / gave no consideration to pregnancy	1	
No health & safety checks undertaken	2	
No reduction in workload	3	
Employer did not reduce number of hours worked when asked	4	
Employer did not grant flexible working when asked	5	
Employer reluctant to pay full / any maternity entitlement	6	
Experienced negative comments / rudeness from employer	7	
Opinion less valued / thought less of by employer	8	
Other (specify)	9	
Don't know	10	

ASK ALL [Q21]

B11 Thinking about when you told your employer that you were pregnant, would you say that they....

	Yes - definitely	Yes – to some extent	Not completely	Not at all	Don't know
ONLY THOSE WHO HAD / ARE ON MATERNITY LEAVE (A10C/1): _1 were happy about letting you take maternity leave	1	2	3	4	5
_2 Put you under pressure to hand in your notice	1	2	3	4	5
_3 Equally valued you as an employee compared with before you told them you were pregnant	1	2	3	4	5

ASK ALL

B12x As a result of your pregnancy did you ask for any of the following...?

READ OUT. CODE ONE FOR EACH.

	YES	NO	DK
_1 More flexibility in terms of the hours you worked?	1	2	3
_2 To start later or finish earlier in the day?	1	2	3
_3 More breaks (e.g. rest or toilet breaks)?	1	2	3

ASK ALL [Q30]

B12 As a result of your pregnancy...

ADD AS NECESSARY: IF YOU DO NOT HAVE A LINE MANAGER PLEASE ANSWER ABOUT THE PERSON WHO HAS OVERALL RESPONSIBILITY FOR MANAGING YOUR WORK ON A DAY-TO-DAY BASIS SUCH AS A HEAD OF DEPARTMENT OR OTHER DIRECTOR OR OWNER OF THE BUSINESS.

READ OUT. CODE ONE FOR EACH

	YES	NO	DK	NA
_1 Was your line manager more sympathetic about the tasks you were asked to perform?	1	2	3	4
ONLY SHOW IF B12x_1 = 1: _2 Were you allowed more flexibility in terms of the hours you worked?	1	2	3	4
ONLY SHOW IF B12x_2 = 1: _3 Were you allowed to start later or finish earlier in the day?	1	2	3	4
ONLY SHOW IF B12x_3 = 1: _4 Were you allowed more breaks (e.g. rest or toilet breaks)?	1	2	3	4
_6 Were you treated with less respect by your line manager?	1	2	3	4
_7 Did you have to change or cut down on certain duties	1	2	3	4
_8 Were you treated less favourably in some other way	1	2	3	4

ASK ALL

B13xAfter you told your employer you were pregnant, did your employer initiate a discussion with you about the potential risks to you or your baby in relation to the job that you do? **ADD IF NECESSARY:** We are interested in whether the risks (or lack of risks) were discussed even if the outcome of this was that there were no risks.

Yes	1	
No	2	
Don't know	3	

ASK IF DISCUSSION ABOUT RISKS WAS HAD (B13X/1) [Q22]

B13 **After you told your employer you were pregnant, did they make you aware of any risks to you or your baby in relation to the job that you do?**

Yes	1	
No	2	
Don't know	3	

B14 **DELETED**

ASK IF RISKS IDENTIFIED BY EMPLOYER (B13/1) [Q23]

B15 **And thinking about the risks that were identified would you say that your employer...?**

READ OUT. CODE ONE ONLY.

Tackled all the risks	1	
Tackled some of the risks but not all	2	
Tackled none of the risks / took no action	3	
DO NOT READ OUT: Don't know	4	

ASK IF SOME/ALL RISKS RESOLVED (B15/1-2) [Q24]

B16 **What did your employer actually do to manage the risks?**

DO NOT READ OUT. CODE ALL THAT APPLY

Moved me to another job	1	
Suspended me ON FULL PAY	2	
Suspended me WITHOUT PAY	3	
Changed shift pattern / hours worked	4	
Changed work environment (e.g. new chair, moved to ground floor)	5	
Amended work duties (specify how)	6	
Took other action (specify)	7	
Don't know	8	

B17 **DELETED**

ASK ALL [Q27]

B18 **Did you identify any risks, which were not identified by your employer?**

Yes	1	
No	2	
Don't know	3	

ASK IF DID IDENTIFY RISKS THEMSELVES (B18/1) [Q28]

B19 **Did you raise the risks which you identified yourself with your employer?**

Yes	1	
No	2	
Don't know	3	

B20 **DELETED**

B21 **DELETED**

ASK IF DID IDENTIFY RISKS THEMSELVES AND RAISED WITH EMPLOYER (B19/1)

B22 **And thinking about the risks you raised would you say that your employer...?**

READ OUT. CODE ONE ONLY.

Tackled all the risks	1	
Tackled some of the risks but not all	2	
Tackled none of the risks / took no action	3	
DO NOT READ OUT: Don't know	4	

B23 **DELETED**

ASK THOSE WHERE EMPLOYERS DID NOT RESOLVE ALL/ANY RISKS (B15/2-3 OR B22/2-3)

B24 **As a result of being in a situation where risks in the workplace had been identified but not resolved did you do any of the following?**

READ OUT. CODE ALL THAT APPLY

	YES	NO	DK
_1 Start your maternity leave earlier than you would have ideally wanted	1	2	3
_2 Take sickness leave	1	2	3
_3 Make informal arrangements with colleagues to swap duties	1	2	3
_4 Carry on working despite the risks	1	2	3
_5 Leave the organisation	1	2	3
_6 Some other action (specify in box on next page)	1	2	3

ASK ALL

B25 **How far did treatment by your colleagues, line manager or employer negatively impact on your physical health or stress levels during pregnancy? Would you say...**

Not at all	1	
Very little	2	
Quite a bit	3	
A great deal	4	
Don't know	5	

ASK THOSE WHO WERE NEGATIVELY IMPACTED (B25/3-4)

B26 Was your physical health or stress levels negatively impacted because of any of the following reasons...

READ OUT. CODE ALL THAT APPLY.

You were expected to work at the same pace or work the same number of hours as before pregnancy	1	
They did not accommodate any extra needs of being pregnant, for example more rest breaks or less strenuous tasks	2	
You experienced negative comments or attitudes from colleagues	3	
You experienced negative comments or attitudes from your line manager or employer	4	
You lost your job or feared that you would lose your job	5	
You experienced stress or worry about colleagues talking about you negatively behind your back	6	
You experienced disputes with your line manager or employer relating to pregnancy	7	
Some other reason (specify)	8	
DO NOT READ OUT: None of the above	9	
DO NOT READ OUT: Don't know	10	

B27 DELETED

C Requests made about flexible working / alteration to job role

ASK ALL [Q60 & NEW PRECODES]

- C1 **We're interested in any flexible working requests you might have made to your employer. Thinking about the period from when you first told your employer you were pregnant to now, have you made any requests to....**

READ OUT. CODE ONE PER ROW

	Yes	No
_1 Work part-time instead of full-time	1	2
_2 Reduce your working hours in some other way	1	2
_3 Work flexi-hours	1	2
_4 Make fewer business trips taking you away from your usual place of work	1	2
_5 Work from home or to work from home more frequently	1	2
_6 Do some other form of flexible working	1	2

C2 **DELETED**

C3 **DELETED**

ASK FOR EACH REQUEST MADE AT C1 DURING RETURN TO WORK [Q61 & NEW PRECODES]

- C4 **And was this something that was approved straight away, approved but only after some discussion, approved only after internal appeal grievance procedure, or not approved at all?**

READ OUT – CODE ONE RESPONSE FOR EACH STATEMENT

	Approved straight away	Approved but only after some discussion	Approved – only after internal appeal grievance procedure	NOT Approved at all	NO DECISION YET	DK
_1 Work part-time instead of full-time	1	2	3	4	5	6
_2 Reduce your working hours in some	1	2	3	4	5	6

other way						
_3 Work flexi-hours	1	2	3	4	5	6
_4 Make fewer business trips taking you away from your usual place of work	1	2	3	4	5	6
_5 Work from home or to work from home more frequently	1	2	3	4	5	6
_6 Do some other form of flexible working	1	2	3	4	5	6

ASK THOSE WHERE REQUESTS APPROVED (1-3 AT _1 TO _6 AT C4)

C5 **As a result of your request(s) being approved which of the following negative consequences, if any, have there been. Have you...**

READ OUT. CODE ALL THAT APPLY.

Received negative comments from employer or colleagues	1	
Got fewer opportunities than would have been / than other colleagues at same level	2	
Been given 'more junior' tasks than before	3	
Felt your opinion was less valued or taken less seriously	4	
Felt uncomfortable asking for time off or additional flexibility	5	
DO NOT READ OUT: None of the above	7	
DO NOT READ OUT: Don't know	8	

ASK FOR EACH REQUEST NOT MADE AT C1 AND _6 TO APPEAR FOR ALL [Q62 & NEW PRECODES]

C6 **Thinking about the areas where you did not make a request to work flexibly, would you ideally have liked to make a request to...**

READ OUT – CODE ONE RESPONSE FOR EACH STATEMENT

	Yes – would have liked to make request	No	DK
_1 Work part-time instead of full-time	1	2	3
_2 Reduce your working hours in some other way	1	2	3
_3 Work flexi-hours	1	2	3
_4 Make fewer business trips taking you away from your usual place of work	1	2	3
_5 Work from home or to work from home more frequently	1	2	3
_6 Do some other type of flexible working you would have liked to request but didn't	1	2	3

C7

ASK THOSE WHO WOULD HAVE LIKED TO MAKE REQUEST (ANY 1 AT C6_1 TO 6) [Q62 & NEW PRECODES]

C8 **Which of the following are reasons why you did not make the request(s) to your employer...**

READ OUT. CODE ALL THAT APPLY FOR EACH STATEMENT.

You did not think your request(s) would be approved	1	
You were worried it would be viewed negatively by your employer	2	
You were worried about the reaction of colleagues	3	
You were worried about potential harm to future career prospects	4	
Other (specify)	5	
None of the above	6	
Don't know	7	

ASK FOR EACH REQUEST NOT APPROVED (CODE 4 AT C4)

C9 **[IF 2+ REQUESTS NOT APPROVED]**Thinking about your requests that were not approved, for any of these did you reach an alternative solution with your employer that...

[IF 1 REQUESTS NOT APPROVED]Thinking about your request that was not approved, did you reach an alternative solution with your employer that...

READ OUT. CODE ALL THAT APPLY FOR EACH STATEMENT.

	Entirely met your needs	Partially met your needs	Did not meet your needs but was 'better than nothing'	No – did not reach an alternative solution	DK -NO DECISION YET/ SITUATION ONGOING	DK
_1 To be allowed to work part-time instead of full-time	1	2	3	4	5	6
_2 To be allowed to reduce your working hours in some other way	1	2	3	4	5	6
_3 To be allowed to work flexi-hours	1	2	3	4	5	6
_4 To be allowed to make fewer business trips taking you away from your usual place of work	1	2	3	4	5	6
_5 To be allowed to work from home or to work from home more frequently	1	2	3	4	5	6
_6 To be allowed to do some other form of flexible working	1	2	3	4	5	6

D Experiences when pregnant / on maternity leave / on return to work

ASK ALL [Q32]

D1 I'd now like to ask you whether any of a number of things happened to you at work from the point at which you told your employer you were pregnant, up until now.

For some of the things I would like to check whether they happened to you, while you were pregnant, while you were on maternity leave or when you returned to work after the birth of your baby

READ OUT. CODE ONE PER ROW.

DP – AFTER EACH STATEMENT. IF 'YES' (CODE 1) ANSWERED ASK D2 TO CHECK WHEN THIS OCCURRED. THEN MOVE ONTO NEXT D1 STATEMENT.

	YES	NO	DK	NA
_1 You were encouraged to take time off or signed off on sick leave before you were ready to start maternity leave	1	2	3	4
_2 You were encouraged by your employer to start maternity leave earlier than you would have liked	1	2	3	4
_3 You were discouraged from attending ante-natal classes during work time	1	2	3	4
_4 You were given unsuitable work or workloads	1	2	3	4
_5 Your hours or shift pattern were changed against your wishes	1	2	3	4
_6 You were encouraged / pressured to take voluntary redundancy	1	2	3	4
_7 You were unfairly criticised or disciplined about your performance at work	1	2	3	4
_8 Your role was made redundant	1	2	3	4
_9 You were dismissed / sacked	1	2	3	4
_10 (IF NOT DISMISSED_9=2-4) You were threatened with dismissal	1	2	3	4
_11 (IF NOT MADE REDUNDANT_8=2-4) Redundancy was discussed	1	2	3	4
_12 You failed to gain a promotion you felt you deserved or were otherwise sidelined	1	2	3	4
_13 You were demoted	1	2	3	4
_14 You were denied access to training that you would otherwise have received	1	2	3	4

_15 You had a reduction in your salary or bonus	1	2	3	4
_16 You received a pay rise or bonus that was less than your peers at work	1	2	3	4
_17 You were not given benefits such as a company car or mobile phone that you would otherwise have been entitled to or had them removed	1	2	3	4
_18 You were treated so poorly by your employer that you felt you had to leave	1	2	3	4
_19 You were offered a job at a workplace that was too far away to travel so had to leave	1	2	3	4
_20 You were refused time off to cope with illness or other problems with your baby	1	2	3	4

ASK AFTER EACH PROBLEM ANSWERED YES (CODE 1) FROM _4 TO _20 [Q33]

D2 Did this happen to you while you were in work while pregnant, when you were on maternity leave or when you returned to work following the birth of your baby?

INTERVIEWER INSTRUCTION: If respondent was on unpaid maternity leave or parental leave or taking annual leave at the end of their maternity leave before returning to work or while negotiating a return to work please classify this as 'on maternity leave'

READ OUT. CODE ALL THAT APPLY

While you were still working during pregnancy	1	
[A10C/1] While on maternity leave	2	
[A10A/1-2] When you returned to work after the birth of your baby	3	

D3 **DELETED**

D4 **DELETED**

READ TO ALL WHO WERE MADE REDUNDANT (D1_8/1): We would now like to ask you a few questions about your redundancy. So thinking about when you were made redundant...

ASK IF MADE REDUNDANT (D1_8/1)

D5 **D5x** Were you made redundant through voluntary redundancy?

Yes	1	
No	2	

Don't know	3	
------------	---	--

ASK IF MADE REDUNDANT (D1_8/1)

D6 Did your employer offer you an alternative position at the organisation that was..

READ OUT. CODE ALL THAT APPLY.

At a higher level to your position	1	
At the same level as your position	2	
At a lower level than your position	3	
No – no other position offered	4	
Don't know level of position offered	5	

ASK THOSE OFFERED A NEW POSITION (D5/1-3, 5)

D5A Did you accept the offer of a new position?

Yes	1	
No	2	
Don't know	3	

ASK IF MADE REDUNDANT (D1_8/1)

D7 During the same period were other employees made redundant who were

READ OUT. CODE ALL THAT APPLY.

At the same level as you	1	
At a different level to you	2	
In the same department or area of the company as you	3	
No – no other employees made redundant	4	
Don't know	5	

D8 MOVED TO D5x

D9 DELETED

D8a DELETED

ASK IF DISMISSED (D1_9/1)

D8b During the same period were other employees dismissed who were

READ OUT. CODE ALL THAT APPLY.

At the same level as you	1	
At a different level to you	2	
In the same department or area of the company as you	3	
No – no other employees dismissed	4	
Don't know	5	

D10

ASK IF SHIFT PATTERN OR HOURS CHANGED AGAINST WISHES (D1_5/1)

D11 You mentioned that your shift pattern or hours were changed against your wishes. Was it that...

READ OUT. CODE ALL THAT APPLY

[IF AGENCY / ZERO HOURS – B5/3,5] You were not offered any more work	1	
The number of hours you were working was reduced?	2	
You were moved to a shift pattern that was not convenient in terms of other commitments you had (for instance looking after other children)?	3	
You were moved to a shift pattern that was not convenient in terms of travel to and from work	4	
Your shift hours were changed against your wishes in another way?	5	
Don't know / can't remember	6	

ASK ALL

D12 **Have you experienced any of the following treatment as a result of your pregnancy?**

READ OUT. CODE ALL THAT APPLY

	YES	NO	DK
You received or heard offensive comments from your employer	1	2	3
You received or heard offensive comments from your colleagues	1	2	3
You were treated in a way that made you feel humiliated or belittled	1	2	3
You experienced any other activity that intimidated or offended you	1	2	3

ASK IF EXPERIENCED ANY OFFENSIVE COMMENTS (D10_1 /1 TO D10 _4/1)

D13 **Did you complain about this treatment?**

Yes	1	
No	2	
Don't know	3	

ASK IF COMPLAINED (D11/1)

D14 **Did you feel that you were treated poorly as a result of making that complaint?**

Yes	1	
No	2	
Don't know	3	

E Plans and situation if not currently working

ASK IF CURRENTLY ON MATERNITY LEAVE (A10B/4-5) [NEW Q – COMBINES OLD Q40 & 42]

E1 Do you intend to return to work at the end of your maternity leave...

E2 READ OUT. CODE ONE ONLY.

For the same employer you worked for while pregnant	1	
For a different employer	2	
Or do you not intend to return to work after your maternity leave?	3	
Don't know	4	

ASK IF DO NOT INTEND TO RETURN TO WORK AFTER MATERNITY LEAVE OR IF NOT ON MATERNITY LEAVE AND NOT IN WORK (A10B/6 OR E1/3-4)

E3 And did you initially intend to return to work after the birth of your baby but changed your mind? *PROMPT IF NECESSARY. CODE ONE ONLY.*

Yes – initially intended to return to work but changed mind	1	
No – always intended not to return to work	2	
Don't know	3	

ASK IF DO NOT INTEND TO RETURN TO WORK (E1/3-4) [OLD Q41 + ADDITIONAL FILTERING]

E4 To what extent did the way your employer treated you during pregnancy and maternity leave influence your decision not to return to work? Did it...

READ OUT. CODE ONE ONLY

<u>Heavily influence</u> your decision not to return to work	1	
<u>Slightly influence</u> your decision not to return to work	2	
Or would you say your decision not to return to work was <u>nothing to do with</u> your treatment by employer while pregnant or on maternity leave	3	
Don't know	4	

ASK IF NOT CURRENTLY IN WORK (A10B/6) [Q43]

E5 **Which, if any, of the following reasons explain why you are not currently working?**

READ OUT. CODE ALL THAT APPLY

You cannot find a job with the right hours	1	
You cannot find a job in a suitable location	2	
You would lose benefits if you were working	3	
You cannot find suitable childcare	4	
You cannot find a job that pays enough to pay for childcare	5	
You prefer to look after your children yourself	6	
Some other reason (specify)	7	
Don't know	8	

E6 **DELETED**

E7 **DELETED**

ASK THOSE WHO HAD OR ARE ON MATERNITY LEAVE (A10C/1)[Q37]

E8 **IF RETURNED TO WORK OR NO LONGER IN WORK (A10A/1-3 or 5): While you were on maternity leave, did you face any of the following problems with your employer?**

IF ON MAT LEAVE (A10A/4): While you have been on maternity leave, have you faced any of the following problems with your employer?

READ OUT. CODE ALL THAT APPLY

	YES	NO	DK
Too much contact from employer during maternity leave	1	2	3
Too little contact from employer during maternity leave	1	2	3
Disagreement about whether or not you were entitled to return to work	1	2	3
Disagreement about when you had to notify them about whether or not you intended to return to work	1	2	3
Disagreement about what job you should do on your return	1	2	3
Disagreement about number of hours you would work on your return	1	2	3

Disagreement about holiday accumulation / benefits entitled to	1	2	3
Pressure to return to work sooner than you wanted	1	2	3
Pressure to work while on maternity leave	1	2	3
You were not adequately informed about redundancies at your organisation that might impact on you	1	2	3
You were not adequately informed about career development opportunities (e.g. promotions)	1	2	3

E9 **DELETED**

ASK THOSE WHO THINK TOO MUCH MAT LEAVE CONTACT (E7_1/1)

E10 **What was the unnecessary/unwanted contact about?**

DO NOT READ OUT. CODE ALL THAT APPLY.

Wanting me to return to work	1	
Wanting me to work while on maternity leave	2	
Other work issues	3	
Wanting me NOT to return to work	4	
Other (specify)	5	
Don't know	6	

ASK THOSE WHO THINK TOO LITTLE MAT LEAVE CONTACT (E7_2/1)

E11 **What sort of further contact or information would you have liked from your employer?**

DO NOT READ OUT. CODE ALL THAT APPLY.

More general updates about what was happening at work	1	
A <u>quicker</u> response to my queries	2	
Any response to my queries (they never got back to me)	3	
To be offered some KIT days	4	
To be offered MORE KIT days	5	
Other (specify)	6	

Don't know	7	
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F Return to work after birth of baby

F1 **DELETED**

ASK IF RETURNED TO WORK AFTER BIRTH OF BABY (A10A/1-3)

F1A How long was your [IF HAD MATERNITY LEAVE (A10C/1): maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): break from work]?

1-2 months	1	
3-4 months	2	
5-6 months	3	
7-8 months	4	
9-10 months	5	
11-12 months	6	
13-14 months	7	
15+ months	8	
Don't know	9	
Refused	10	

ASK IF CURRENTLY WORKING OR IF DID WORK AFTER BIRTH BUT NOW NO LONGER DOING SO (A10B/1-3 OR [A10B/6 AND A10A/1-3])

The next few questions that I'd like to ask you relate to the job that you held immediately after you returned [IF HAD MATERNITY LEAVE (A10C/1): from maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): to work after the birth of your baby]...

ASK THOSE WHO RETURNED TO WORK AFTER MATERNITY LEAVE WITH SAME EMPLOYER [A10A/1] [Q49]

F2 Can I just check, was your job title and job description when you returned [IF HAD MATERNITY LEAVE (A10C/1): from maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): to work after the birth of your baby,] the same as before you left?

Yes	1	
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No	2	
Don't know	3	

F3

ASK IF JOB TITLE / DESCRIPTION DIFFERENT (F2/2)

F4 **And was your job at...**

READ OUT. CODE ONE ONLY.

The same level as before the birth of your child	1	
At a lower level	2	
Or at a higher level	3	
Don't know	4	

ASK IF DOING DIFFERENT WORK OR JOB (F2/2) [Q51]

F3a And is this the job that you wanted to do?

Yes	1	
No	2	
Don't know	3	

ASK THOSE WHO RETURNED TO WORK AFTER MATERNITY LEAVE WITH SAME EMPLOYER [A10A/1]

F5 **And were there any changes to your role that happened against your wishes?
What were these?**

DO NOT READ OUT. CODE ALL THAT APPLY.

Yes - Duties were/are at a lower level	1	
Yes - Opinion less valued	2	
Yes - Fewer opportunities for progression	3	
Yes - Other (specify)	4	
No - no changes against wishes	5	
Don't know	6	

F6 **DELETED**

F7 **DELETED**

ASK IF WORKED FOR A DIFFERENT EMPLOYER ON EMPLOYED BASIS (A10A/2)

F8 **What is the main activity of the business you worked for immediately after [IF HAD MATERNITY LEAVE (A10C/1): maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): the birth of your baby]? [Q53]**

INTERVIEWER PROBE

- What is the main product or service of this establishment?

WRITE IN. TO BE CODED TO 2 DIGIT SIC 2007. ALLOW REFUSED.

ASK IF WORKED FOR A DIFFERENT EMPLOYER ON EMPLOYED BASIS (A10A/2) [Q54]

F9 **How many people worked for your employer at the site where you returned to work, excluding temporary or casual staff?**

PROMPT IF NECESSARY. CODE ONE ONLY.

Between 1 and 5 people	1	
Between 6 and 9 people	2	
Between 10 and 24 people	3	
Between 25 and 49 people	4	
Between 50 and 99 people	5	
Between 100 and 249 people	6	
250+people	7	
Don't know	8	

ASK IF WORKED FOR A DIFFERENT EMPLOYER ON EMPLOYED BASIS (A10A/2)

F10 **Which of the following best describes the type of contract that you had immediately after you returned IF HAD MATERNITY LEAVE (A10C/1): from maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): to work]? [Q55a & NEW CODE– SEE NOTE]**

IF ASKED ABOUT ZERO HOURS: A zero hour contract is a contract where the employer does not guarantee to provide the worker with work and will only pay the worker for those hours which are actually worked.

READ OUT. CODE ONE ONLY.

Permanent	1	
Fixed Term Contract	2	
Agency work	3	
Casual Work	4	
Zero hours contract	5	
Other (specify)	6	
Don't know	7	

ASK IF CURRENTLY WORKING OR IF DID WORK AFTER BIRTH BUT NOW NO LONGER DOING SO (A10B/1-3 OR [A10B/6 AND A10A/1-3]) [Q47]

F11 **When you returned to work were you working the same, fewer or more hours than when you were pregnant.**

Earlier you told us you were working [INSERT ANSWER FROM B6] hours at the point you told your employer you were pregnant.

READ OUT. CODE ONE ONLY.

The same	1	
Fewer	2	
More	3	

ASK IF WORKING FEWER OR MORE HOURS [F10/2 OR 3]

F10a How many hours a week did you work on average when you returned to work, including paid and unpaid overtime and excluding meal breaks?

INTERVIEWER NOTE: IF VARIED ASK FOR ANSWER IN RELATION TO TYPICAL WEEK

ENTER NUMBER: ALLOW 1-99

IF DON'T KNOW EXACT NUMBER – PROMPT WITH RANGES

Less than 10 hours a week	1
11-15 hours	2
16-20 hours	3
21-25 hours	4
26-30 hours	5
31-35 hours	6
36-40 hours	7
41-50 hours	8
51-60 hours	9
61-70 hours	10
More than 70 hours a week	11
Don't know	12
Refused	13

ASK IF CURRENTLY WORKING OR IF DID WORK AFTER BIRTH BUT NOW NO LONGER DOING SO (A10B/1-3 OR [A10B/6 AND A10A/1-3]) [Q46] / [Q46A]

F12 And thinking about how much you earned when you returned [IF HAD MATERNITY LEAVE (A10C/1): from maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): to work after the birth of your baby], was this the same, less or more than you were earning when you were pregnant?

F13 **Earlier you told us you were earning [INSERT ANSWER FROM B7] when you were pregnant.**

READ OUT. CODE ONE ONLY.

The same	1	
Less	2	
More	3	

F14

F15 **DELETED**

ASK IF EARNING LESS OR MORE [F11/2OR 3]

F10a2 And choosing from the following bands, before tax, how much did you earn on your return to work?

Up to £2,999 a year / up to £249 a month / up to £57 a week	1
£3,000 - £4,999 a year / £250 - £416 a month / £58 - £96 a week	2
£5,000 - £9,999 a year / £417-£833 a month / £97 - £192 a week	3
£10,000 - £19,999 a year / £834-£1,666 a month / £193 - £384 a week	4
£20,000 - £29,999 a year / £1,666 - £2,499 a month / £385 - £577 a week	5
£30,000 - £39,999 a year / £2,500-£3,333 a month / £578 - £769 a week	6
£40,000 - £49,999 a year / £3,333 - £4,166 a month / £770 - £958 a week	7
£50,000 - £59,999 a year / £4,167 - £4,999 a month / £959 - £1,150 a week	8
£60,000 - £69,999 a year / £5,000 - £5,832 a month / £1,151 - £1,342 a week	9
£70,000 - £79,999 a year / £5,833 - £6,665 a month / £1,343 - £1,533 a week	10
£80,000 - £89,999 a year / £6,666 - £7,499 a month / £1,534 - £1,725 a week	11
£90,000 - £99,999 a year / £7,500- £8,332 a month / £1,726 - £1,917 a week	12
£100,000 a year or more / £8,333 a month or more / £1,918 a week or more	13
Don't Know	9
Refused	10

F16

F17 **DELETED**

F18 **DELETED**

ASK IF RETURNED TO WORK AS AN EMPLOYEE (A10A/1-2) [Q55]

F19 **And overall would you say your employer was supportive of your needs as someone who had a young baby to look after. Would you say...?**

READ OUT. CODE ONE ONLY.

They supported your needs willingly	1	
They supported your needs but somewhat reluctantly	2	
They supported your needs but very reluctantly	3	
They did not support your needs	4	
DO NOT READ OUT: Don't know	5	

F20 **DELETED**

F21 **ASK If did return to work but no longer working or working for different employer to the employer they returned to following the birth of their baby ((A10A/1-2 and A10B/6) or (A10A/1 and a10b/2)**

F22 **Thinking about the employer that you worked for immediately after [IF HAD MATERNITY LEAVE (A10C/1): maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): the birth of your baby], how long did you spend working for this employer?**

1-2 months	1	
3-4 months	2	
5-6 months	3	
7-8 months	4	
9-10 months	5	
11-12 months	6	
1 year +	7	
Don't know	8	

ASK IF WORKING FOR SAME EMPLOYER BEFORE AND AFTER MATERNITY LEAVE
(A10A/1) [Q59]

F23 **After returning to work after [IF HAD MATERNITY LEAVE (A10C/1): maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): the birth of your baby], would you say that – as a result of your pregnancy and the birth of your child - you were treated better, worse or no differently by your employer in comparison with the time before you informed your employer of your pregnancy?**

PROMPT IF NECESSARY. CODE ONE ONLY.

Better	1	
Worse	2	
No different	3	
Don't know	4	

THE NEW F19 BELOW HAS BEEN MOVED FROM G2

ASK IF DID RETURN TO WORK BUT NO LONGER WORKING OR WORKING FOR DIFFERENT EMPLOYER TO THE EMPLOYER THEY RETURNED TO FOLLOWING THE BIRTH OF THEIR BABY (AND NOT MADE REDUNDANT OR SACKED AFTER THE BIRTH) [Q65]

[(A10A/1-2 AND A10B/6) OR (A10A/1 AND A10B/2)] AND [(D2_8 IS NOT 3) OR (D2_9 IS NOT 3)]

F24 **For what reason(s) did you stop working for the employer that you worked for immediately after [IF HAD MATERNITY LEAVE (A10C/1): you returned from maternity leave] [IF DID NOT HAVE MATERNITY LEAVE (A10C/2): the birth of your baby]?**

DO NOT READ OUT. CODE ALL THAT APPLY

The job did not have the right hours	1	
The job was not in a suitable location	2	
You found a better job	3	
You could not afford childcare	4	
You could not find suitable childcare	5	
You prefer not to work	6	
You were treated so poorly that you felt you had to leave	7	
You became pregnant again	8	

Other (specify)	9	
Don't know	10	

G DELETED

H Breastfeeding / expressing milk in the workplace

H1 ASK ALL WHO HAVE WORKED SINCE BIRTH OF BABY (A10A/1-3)

H2 I'd like to now ask you about feeding your baby and going back to work...

ASK IF WORKED SINCE BIRTH OF BABY (A10A/1-3)

H3 Have you breastfed [INSERT NAME OR AGE OF BABY AS PER A8DUM2] or given them expressed breast milk for any length of time since they were born?

Yes	1	
No	2	
Don't know	3	

ASK IF HAVE BREASTFED AND WORKED SINCE BIRTH OF BABY (H1/1)

H4 And which of the following best describes your circumstances ...

READ OUT. CODE ONE ONLY

You stopped breastfeeding / expressing milk some time before you returned to work	1	
You stopped breastfeeding / expressing milk just before or around the point at which you returned to work	2	
You continued breastfeeding / expressing milk after your return to work but you have stopped now	3	
You are still breastfeeding / expressing milk	4	

ASK ALL WHO HAVE EVER BREASTFED AND WORKED SINCE BIRTH OF BABY (H1/1)

H5 As far as you know, does your current employer provide facilities for expressing milk or breastfeeding in the workplace? By this I mean having a designated area to express milk or breastfeed in (other than the toilets or a sickroom) and a fridge so that expressed milk can be stored.

Yes	1	
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No	2	
Don't know	3	

ASK ALL WHO HAVE BREASTFED AND WHO WORKED SINCE BIRTH OF BABY BUT WHO ARE NOT DOING SO NOW / ALL WHO ARE WORKING FOR A DIFFERENT EMPLOYER SINCE RETURNED FROM MATERNITY LEAVE (H1/1 AND [A10A/2-3, 5] OR [A10B/2-3, 6])

H6 **As far as you know, did the employer you worked for when returning to work after the birth of your baby provide facilities for expressing milk or breastfeeding in the workplace? By this I mean having a designated area to express milk or breastfeed in (other than the toilets or sick room) and/or a fridge so that expressed milk can be stored.**

Yes	1	
No	2	
Don't know	3	

ASK IF STOPPED BREASTFEEDING (H2/1-3)

H7 **Did your return to work have any influence on your decision to stop breastfeeding?**

Yes	1	
No	2	
Don't know	3	

ASK IF ANY INFLUENCE (H5/1)

H8 **How big an influence? Would you say...**

READ OUT. CODE ONE ONLY

It had a big influence OR	1	
It had some influence	2	
Don't know	3	

ASK IF WORK HAD A BIG / SOME IMPACT ON STOPPING BREASTFEEDING (H6/1-2)

H9 **And why do you say that?**

DO NOT READ OUT. CODE ALL THAT APPLY.

Was <u>NOT ALLOWED</u> to express / breastfeed at work	1	
I would not have been allowed to express / breastfeed at work	2	
<u>IT WAS</u> impractical for job to express / breastfeed at work	3	
It would not have been practical for job to express / breastfeed at work	4	
There were no facilities to express / breastfeed at work	5	
Difficulties with colleagues / colleagues would not have been supportive	6	
Wasn't sure how to continue breastfeeding while working / assumed I had to stop	7	
Other (specify)	8	
Don't know	9	

ASK IF WORK HAD A BIG / SOME IMPACT ON STOPPING BREASTFEEDING (H6/1-2)

H10 **And would you have wanted to continue breastfeeding for longer after you had returned to work?**

Yes	1	
No	2	
Don't know	3	

ASK ALL WHO BREASTFED AND WORKED SINCE BIRTH OF BABY (H2/2-4)

H11 **Did you talk to your employer or line manager at any point about the possibility of expressing milk or breastfeeding at work?**

H12 **ADD IF NECESSARY: Even though you may have stopped breastfeeding before returning to work we are interested if you had any discussions about this prior to returning to work.**

Yes	1	
No	2	

Don't know	3	
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ASK IF TALKED TO EMPLOYER ABOUT BREASTFEEDING / EXPRESSING (H9/1)

H13 **When did you first have these discussions? Was it....**

READ OUT. CODE ONE ONLY.

During your pregnancy	1	
While you were on maternity leave	2	
When you first returned to work	3	
Or after being back at work for some time	4	
Other (specify)	5	
Don't know / can't remember	6	

ASK IF TALKED TO EMPLOYER ABOUT BREASTFEEDING / EXPRESSING (H9/1)

H14 **What was their response to your enquiry?**

DO NOT READ OUT. CODE ALL THAT APPLY.

They said they could provide the facilities and/or breaks that you needed to express milk/breastfeed	1	
They said you could express milk/breastfeed but they would not provide special facilities to do so	2	
They said you could not express milk/breastfeed at work on health and safety grounds as special facilities could not be provided for this	3	
They said you could not express milk/breastfeed as this would entail having extra breaks from work	4	
Expressing milk/breastfeeding at work was incompatible with your job role	5	
Other (specify)	6	
Don't know / can't remember	7	

ASK ALL WHO BREASTFED AND WORKED SINCE BIRTH OF BABY (H2 = 3 OR 4)

H15 **And overall would you say your employer was supportive of your needs as a breastfeeding mother. Would you say...?**

READ OUT. CODE ONE ONLY.

They supported your needs willingly	1	
They supported your needs but somewhat reluctantly	2	
They supported your needs but very reluctantly	3	
They did not support your needs	4	
DO NOT READ OUT: Don't know	5	

ASK IF DID NOT TALK TO EMPLOYER ABOUT BREASTFEEDING / EXPRESSING (H9/2-3 AND H2 = 3 OR 4)

H16 **Why did you not ask your employer about expressing milk or breastfeeding at work?**

DO NOT READ OUT. PROBE FULLY

Assumed they would turn down the request because of the extra breaks needed	1	
Assumed they would turn down the request because of the facilities needed	2	
Assumed they would turn down the request for other reasons (specify)	3	
Felt too embarrassed to raise it	4	
Was happy to continue breastfeeding without needing to express or breastfeed at work	5	
Other (specify)	6	
Don't know	7	
Refused	8	

ASK IF CONTINUED BREASTFEEDING AFTER RETURNING TO WORK (H2/3-4)

H17 **And did you express milk or breastfeed at work?**

Yes – expressed milk at work	1	
Yes – breastfed at work	2	
Yes - both	3	
No - neither	4	
Don't know	5	

ASK IF DID NOT EXPRESS / BREASTFEED AT WORK (H14/4)

H18 **And would you say this was...**

READ OUT. CODE ONE ONLY.

Your own choice that was right for you	1	
Or would you have ideally wanted to express / breastfeed at work but didn't feel you could	2	
Don't know	3	

ASK IF CONTINUED BREASTFEEDING AFTER RETURNING TO WORK (H14/1-3)

H19 **IF STILL BREASTFEEDING-H2/4: And which of the following best describes how often you [H14/1: express milk at work; H14/2: breastfeed at work; H14/3: express milk or breastfeed at work]?**

H20 **IF NOT STILL BREASTFEEDING-H2/1-3: And which of the following best describes how often you [H14/1: expressed milk at work; H14/2: breastfed at work; H14/3: expressed milk or breastfed at work]?**

Only once or twice	1	
More than once or twice but not every day	2	
Once a day	5	
Two or more times a day	6	
Don't know	7	

ASK IF EXPRESSED MILK OR BREASTFED AT WORK (H14/1-3)

H21 **Did you experience any problems or difficulties doing so?**

Yes	1	
No	2	
Don't know	5	

ASK IF EXPERIENCED ANY PROBLEMS EXPRESSING/BREASTFEEDING AT WORK (H17/1)

H22 **What problems or difficulties did you experience?**

DO NOT READ OUT. CODE ALL THAT APPLY.

Employer was reluctant to / didn't provide necessary breaks	1	
Employer was reluctant to / didn't provide necessary facilities	2	
Nature of job role made it difficult	3	
Negative reactions or comments from managers	4	
Negative reactions or comments from other colleagues	5	
Other (specify)	6	
Don't know	7	

ASK IF RETURNED TO WORK BUT LEFT JOB AND CONTINUED BREASTFEEDING AFTER A RETURN TO WORK (H2/3-4 AND {[A10A/2-3] OR [A10A/1 AND A10B/2-3, 5-6]})

H23 **How far would you say any issues experienced with expressing milk or breastfeeding at work influenced your decision to leave work? Would you say....**

READ OUT. CODE ONE ONLY

It had a big influence	1	
It had some influence	2	
It had no influence	3	
Don't know	4	

I Experiences of recruitment while pregnant / after birth of baby

I1 **DELETED**

ASK THOSE WHO WERE NOT AGENCY WORKERS WHILE PREGNANT OR NOT AGENCY WORKERS ON RETURN TO WORK ([B5/ NOT 3] OR [F9/NOT 3]) [NEW Q]

I1a I'd like to ask you about any job interviews you may have attended while pregnant or after the birth of your baby.

I2 **When you were pregnant did you attend any job interviews either internally for a promotion or different role or to work for a new organisation?**

READ OUT. CODE ONE ONLY

Yes	1	
No	2	
Don't know	3	

ASK THOSE WHO WERE NOT AGENCY WORKERS WHILE PREGNANT OR NOT AGENCY WORKERS ON RETURN TO WORK ([B5/ NOT 3] OR [F9/NOT 3]) [NEW Q]

I1b And did you attend any job interviews either internally for a promotion or different role or to work for a new organisation after the birth of your baby?

READ OUT. CODE ONE ONLY

Yes	1	
No	2	
Don't know	3	

ASK THOSE WHO AGENCY WORKERS WHILE PREGNANT OR AFTER BIRTH OF BABY (B5/3 OR F9/3) [NEW Q]

I3 **Did your agency put you forward for interviews either while pregnant or after the birth of your baby?**

PROMPT IF NECESSARY. CODE ALL THAT APPLY

Yes – while pregnant	1	
[IF A10A/1-2] Yes – after the birth of baby		
No	3	
Don't know	4	

ASK THOSE WHO ATTENDED INTERVIEWS WHILE PREGNANT (I1A/1 OR I2/1) [NEW Q]

I4 **We're interested in whether the organisations conducting the interviews while you were pregnant were aware of your pregnancy. Did any of the following happen at any interviews...**

I5 **ADD IF NECESSARY: IF MULTIPLE INTERVIEWS ATTENDED THEN PLEASE SAY YES IF THIS HAPPENED AT ANY OF YOUR INTERVIEWS**

READ OUT. CODE ONE ONLY PER ROW.

	YES	NO	DK
_1 You mentioned the pregnancy during the interview	1	2	3
_2 You mentioned your pregnancy following the interview	1	2	3
_3 It was visually apparent that you were pregnant	1	2	3
_4 The organisation conducting the interview was aware of your pregnancy anyway	1	2	3
_5 The organisation conducting the interview asked if you were pregnant	1	2	3

ASK THOSE WHO ATTENDED INTERVIEWS WHILE PREGNANT (I1A/1 OR I2/1) [NEW Q]

I3A Were you successful at any interviews you attended while pregnant?

READ OUT. CODE ONLY

Yes	1	
No	2	
Don't know	3	

ASK IF YES TO ANY STATEMENTS (CODE 1 AT ANY I3 STATEMENT AND I3A/2) [NEW Q]

I6 **Do you think being pregnant during interviews affected whether or not you were successful? Would you say...**

READ OUT. CODE ONLY

Yes – definitely	1	
Yes – possibly / in some cases	2	
You don't think so / not in most cases	3	

No – definitely not	4	
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I7

ASK IF THINK PREGNANCY AFFECTED APPLICATION (I4/1-2) [NEW Q]

I8 **Why do you say that?**

DO NOT READ OUT. CODE ALL THAT APPLY

It was made clear in an interview that the job would not be offered due to pregnancy	1	
A question was asked during / after an interview around pregnancy or maternity leave	2	
A job offer was withdrawn when pregnancy mentioned	3	
Other (specify)	4	
Don't know	5	

ASK THOSE WHO ATTENDED INTERVIEWS AFTER BIRTH OF BABY (I1B/1 OR I2/2)
[NEW Q]

I9 **We're interested in whether the organisations conducting interviews after the birth of your baby were aware that you had a baby or young child.. Did any of the following happen at any interviews...**

I10 **ADD IF NECESSARY: IF MULTIPLE INTERVIEWS ATTENDED THEN PLEASE SAY YES IF THIS HAPPENED AT ANY OF YOUR INTERVIEWS**

READ OUT. CODE ONE ONLY PER ROW.

	YES	NO	DK
_1 You mentioned your child during the interview	1	2	3
_2 You mentioned your child when offered a job following the interview	1	2	3
_3 The organisation conducting the interview was aware you had a baby / young child anyway	1	2	3
_4 The organisation conducting the interview asked if you had a baby / young child	1	2	3

ASK THOSE WHO ATTENDED INTERVIEWS AFTER BIRTH OF BABY (I1B/1 OR I2/2)
[NEW Q]

I6A Were you successful at any interviews you attended after the birth of your baby?

READ OUT. CODE ONLY

Yes	1	
No	2	
Don't know	3	

ASK IF YES TO ANY STATEMENTS (CODE 1 AT ANY I6 STATEMENT AND I6A/2) [NEW Q]

I11 **Do you think having a young child or baby at the time of interviews affected whether or not you were successful? Would you say...**

READ OUT. CODE ONLY

Yes – definitely	1	
Yes – possibly	2	
You don't think so	3	
No – definitely not	4	

ASK IF THINK HAVING A YOUNG CHILD OR BABY AFFECTED APPLICATION (I7/1-2) [NEW Q]

I12 **Why do you say that?**

DO NOT READ OUT. CODE ALL THAT APPLY

It was made clear in an interview that the job would not be offered due to having a young child / baby	1	
A question was asked during / after an interview around whether had a young child / baby	2	
A job offer was withdrawn when young child / baby mentioned	3	
Other (specify)	4	
Don't know	5	

J Raising employment rights problems with others / usage of Employment Tribunals

ASK IF CURRENTLY WORKING (A10B/1-3) [Q66]

- J1 To what extent would you agree with the following statement –‘The way in which I have been treated at work during pregnancy, while on maternity leave and after returning to work have made me consider leaving my employer.’

READ OUT. CODE ONE ONLY

Agree strongly	1	
Agree slightly	2	
Neither agree nor disagree	3	
Disagree slightly	4	
Disagree strongly	5	
Don't know	6	

ASK ALL [Q75]

- J2 Looking back, how fairly do you feel that you were treated overall by your line manager on a scale of 1 to 5, where 1 means very fairly and 5 means not at all fairly...

- J3 ADD IF NECESSARY: It does not matter if you are referring to a different line manager at each stage

	Very fairly Not at all fairly					DK
_1 When pregnant (after informing your employer you were pregnant)	1	2	3	4	5	6
_2 (IF HAD M/L: A10C/1): When on maternity leave	1	2	3	4	5	6
_3 (IF WORKED AFTER M/L A10/2-3) On your return to work	1	2	3	4	5	6

ASK ALL [Q75]

J4 **Looking back, how fairly do you feel that you were treated overall by your employer, on a scale of 1 to 5, where 1 means very fairly and 5 means not at all fairly...**

J5 **ADD IF NECESSARY: It does not matter if you are referring to a different employer at each stage**

	Very fairly		Not at all fairly			DK
_1 When pregnant (after informing your employer you were pregnant)	1	2	3	4	5	6
_2 (IF HAD M/L: A10C/1): When on maternity leave	1	2	3	4	5	6
_3 (IF WORKED AFTER M/L A10/2-3) On your return to work	1	2	3	4	5	6

ASK ALL

J4x **Have you raised any issues either formally or informally with anyone regarding any problems that you may have experienced with your employer either while you were pregnant, on maternity leave or after you returned to work?**

Yes	1	
No	2	
Don't know	3	

ASK ALL WHO HAVE RAISED PROBLEMS (J4X/1) [Q67 & NEW PRECODE]

J6 **As a result of any problems that you may have experienced with your employer, did you do any of the following things....?**

READ OUT. CODE ALL THAT APPLY

Raise it with friends / relatives	1	
Raise it with a workplace trade union representative	2	
Raise it with other work colleagues	3	
Seek advice or information from any external organisations	4	
Raise it with your manager	5	
Raise it with your employer	6	

Go through an internal grievance procedure	7	
Contact ACAS (Including under the Early Conciliation procedure) (IF NECESSARY: ACAS - the Advisory, Conciliation and Arbitration Service)	8	
Lodge a complaint with the employment tribunal	9	
Anything else (specify)	10	
Did not do anything	11	
No problems experienced	12	
Don't know	13	

ASK THOSE WHO SOUGHT ADVICE FROM ORGANISATIONS (J4/4)

J7 **Which organisation(s) did you go to? Where did you look for information?**

DO NOT READ OUT. CODE ALL THAT APPLY

ACAS – the Advisory, Conciliation and Arbitration Service	1	
Citizens Advice Bureau (CAB)	2	
Colleagues	3	
The Equality Advisory Support Service (EASS)	4	
The Equality and Human Rights Commission (EHRC)	5	
GOV.UK	6	
Lawyer / Solicitor	7	
Maternity Action	8	
Working Families	9	
Trade Union	10	
Other (specify)	11	
Don't know / Can't remember	12	

ASK THOSE WHO SOUGHT ADVICE FROM ORGANISATIONS (J4/4)

J8 **Was any of the advice you sought related to...**

READ OUT. CODE ALL THAT APPLY.

Gaining financial support to pursue an employment tribunal claim against your employer?	1	
Gaining advice on the strength of your case for making an employment tribunal claim?	2	
No - neither	3	
Don't know	4	

ASK THOSE WHO SOUGHT ADVICE REGARDING COSTS (J6/1)

J9 **At any point were you advised that in certain circumstances Employment Tribunal Fees can be reduced or removed entirely?**

Yes	1	
No	2	
Don't know	3	

ASK THOSE WHO SOUGHT ADVICE REGARDING COSTS (J6/1)

J7A Were your Employment Tribunal Fees either...

Removed entirely	1	
Or Reduced (but not completely removed)	2	
No - neither	3	
Don't know	4	

ASK ALL WHO HAD RAISED PROBLEMS AND ARE NOT YES TO J4 2, 7 8 AND 9 (J4X/1) AND (J4 IS NOT 2 AND 7 AND 8 AND 9) [Q68]

J10 **And as a result of any problems that you may have experienced with your employer, did you consider doing any of these things at any stage (even if you didn't end up actually doing them)?**

READ OUT. CODE ALL THAT APPLY

DP: EXCLUDE ALL MENTIONED AT J4

[IF J4#2] Raising it with a workplace trade union representative	1	
[IF J4#7] Going through an internal grievance procedure	2	
[IF J4#8] Contacting ACAS under the Early Conciliation procedure (IF NECESSARY: ACAS - the Advisory, Conciliation and Arbitration Service)	3	
[IF J4#9] Lodging a complaint with the employment tribunal	4	
Don't know	5	
None of these	6	

ASK IF CONSIDERED FOLLOWING INTERNAL GRIEVANCE PROCEDURE (J8/2) [Q69]

J11 **Why did you decide not to follow an internal grievance procedure?**

DO NOT READ OUT. CODE ALL THAT APPLY

I did not feel I had a good enough case	1	
I did not want to get into trouble at work	2	
I did not want to damage my future employment prospects	3	
I was afraid I would lose my job	4	
The prospect was too daunting	5	
I was busy with my baby / wanted to focus on pregnancy or maternity leave	6	
I got another job	7	
I left my job without another job to go to	8	
I was dismissed	9	

I was made redundant	10	
I did not know where to get advice / help	11	
I did not want to go through the Early Conciliation process	12	
I could not afford employment tribunal fees	13	
I could not afford costs other than ET fees	14	
I thought the process was too complex	15	
Some other reason (SPECIFY)	16	
Don't know	17	

ASK IF CONSIDERED CONTACTING ACAS ABOUT EC (J8/3) [Q69]

J12 **J9a Why did you decide not to go through Early Conciliation through ACAS?**

DO NOT READ OUT. CODE ALL THAT APPLY

I did not feel I had a good enough case	1	
I did not want to get into trouble at work	2	
I did not want to damage my future employment prospects	3	
I was afraid I would lose my job	4	
The prospect was too daunting	5	
I was busy with my baby / wanted to focus on pregnancy or maternity leave	6	
I got another job	7	
I left my job without another job to go to	8	
I was dismissed	9	
I was made redundant	10	
I did not know where to get advice / help	11	
I did not want to go through the Early Conciliation process	12	
I could not afford employment tribunal fees	13	
I could not afford costs other than ET fees	14	
I thought the process was too complex	15	
Some other reason (SPECIFY)	16	
Don't know	17	

ASK IF CONSIDERED LODGING A CLAIM WITH EMPLOYMENT BUT DID NOT TAKE ACTION (J8/4) [Q69]

J9b Why did you decide not to lodge a complaint with the employment tribunal?

DO NOT READ OUT. CODE ALL THAT APPLY

I did not feel I had a good enough case	1	
I did not want to get into trouble at work	2	
I did not want to damage my future employment prospects	3	
I was afraid I would lose my job	4	
The prospect was too daunting	5	
I was busy with my baby / wanted to focus on pregnancy or maternity leave	6	
I got another job	7	
I left my job without another job to go to	8	
I was dismissed	9	
I was made redundant	10	
I did not know where to get advice / help	11	
I did not want to go through the Early Conciliation process	12	
I could not afford employment tribunal fees	13	
I could not afford costs other than ET fees	14	
I thought the process was too complex	15	
Some other reason (SPECIFY)	16	
Don't know	17	

ASK IF LODGED COMPLAINT WITH EMPLOYMENT TRIBUNAL (J4/9) [Q70]

J13 **You said you made a complaint against your employer to an Employment Tribunal. Was that regarding...?**

READ OUT. CODE ALL THAT APPLY

Unfair dismissal	1	
Redundancy		
Sex discrimination	2	
Right to return to work	3	
Concerning time off for ante-natal care	4	
Refusal of flexible working request	5	
Pregnancy and maternity discrimination	6	
Other reason (specify)	7	
Don't know	8	

J14

ASK IF LODGED COMPLAINT WITH EMPLOYMENT TRIBUNAL (J4/9) [Q71]

J15 **What happened with your Employment Tribunal claim? Was it....?**

READ OUT. CODE ONE ONLY

Withdrawn	1	
Settled	2	
Won at Employment Tribunal	3	
Lost at Employment Tribunal	4	
Don't know	5	
Refused	6	

ASK IF WON AT TRIBUNAL (J11/3) [Q72]

J16 **Was the outcome from the Employment Tribunal that your employer should pay you compensation?**

Yes	1	
No	2	
Don't know	3	

ASK IF AWARDED COMPENSATION (J12/1) [Q72]

J17 **Did you receive compensation from your employer?**

Yes	1	
No	2	
Don't know	3	

ASK IF EMPLOYER HAD NOT PAID COMPENSATION (J13/2)

J18 **Did you take enforcement action to get the employer to pay the compensation? For example through asking a High Court Enforcement Officer to act for you to collect the money.**

Yes	1	
No	2	
Don't know	3	

J19

ASK IF RECEIVED COMPENSATION (J13/1) [Q73]

J20 **How much did you receive?**

ENTER NUMBER IN £: ALLOW 1-999,999		
Refused	1	

IF DON'T KNOW EXACT NUMBER – PROMPT WITH RANGES

Under £250	1
£251-£1,000	2
£1,001- £2,000	3
£2,001-£5,000	4
£5,001-£10,000	5
£10,001+	6
Refused	X

ASK IF LODGED COMPLAINT WITH EMPLOYMENT TRIBUNAL (J4/9) [Q74]

J21 **Approximately how much did you have to spend on the process of going to the Employment Tribunal?**

ENTER NUMBER IN £: ALLOW 1-999,999		
Refused	1	

IF DON'T KNOW EXACT NUMBER – PROMPT WITH RANGES

Under £250	1
£251-£1,000	2
£1,001- £2,000	3
£2,001-£5,000	4
£5,001-£10,000	5
£10,001+	6
REFUSED	X

ASK ALL

J22 **If you wanted to seek advice on employment rights issues related to pregnancy, maternity leave or your rights as a working parent which organisations or people would you go to for information?**

DO NOT READ OUT. CODE ALL THAT APPLY

ACAS – the Advisory, Conciliation and Arbitration Service	1	
Citizens Advice Bureau (CAB)	2	
Colleagues	3	
The Equality Advisory Support Service (EASS)	4	
The Equality and Human Rights Commission (EHRC)	5	
Friends / family	6	
GOV.UK	7	
HR department / your employer	8	
Lawyer / Solicitor	9	
Maternity Action	10	
Working Families	11	
Trade Union	12	
An internet search (e.g. Google)	13	
Support groups	14	
Other (specify)	15	
Don't know	16	

K Further demographics

ASK ALL [Q76]

K1 **Finally, I'd like to ask you a few questions that will help us to put your answers into context. At the time when your baby was born, were you....?**

READ OUT. CODE ONE ONLY

Married / living with partner / In a Civil Partnership	1	
Divorced / separated / with a dissolved Civil Partnership	2	
Widowed	3	
Single	4	
DO NOT READ OUT: Don't know	5	
DO NOT READ OUT: Refused	6	

ASK ALL [Q75A – WITH NEW PRECODES]

K2 **Which of these is the highest level of qualification you have?**

READ OUT. CODE ONE ONLY.

Degree level or above	1	
2 or more A-Levels, NVQ Level 3 or equivalent	2	
1 A-Level or equivalent, 5 or more GCSEs of grade A*-C or equivalent, NVQ Level 2 or equivalent	3	
GCSEs of less than A*-C or equivalent, NVQ Level 1	4	
Something else (Specify)	5	
No qualifications	6	
Don't know	7	
Refused	8	

K3 **DELETED**

ASK ALL [Q78]

K4 **Do you have any physical or mental health conditions or illnesses lasting or expecting to last for 12 months or more?**

Yes	1	
No	2	
Don't know	3	
Refused	4	

ASK ALL

L6A Does [INSERT NAME OR AGE OF BABY AS PER A8DUM2] have a disability or long term health condition?

Yes	1	
No	2	
Don't know	3	
Refused	4	

ASK ALL [Q79]

K5 **Choosing from the following bands, please could you tell me the value of your total household income (before tax)? You can tell me per year, per month or per week. Would you say that it is...?**

INTERVIEWER NOTE: THIS INCLUDES ANY BENEFIT OR OTHER PAYMENTS

K6 **READ OUT. CODE ONE ONLY.**

Up to £9,999 a year / Up to £833 a month / Up to £97 - £192 a week	1
£10,000 - £19,999 a year / £834-£1,666 a month / £193 - £384 a week	2
£20,000 - £29,999 a year / £1,666 - £2,499 a month / £385 - £577 a week	3
£30,000 - £39,999 a year / £2,500-£3,333 a month / £578 - £769 a week	4
£40,000 - £49,999 a year / £3,333 - £4,166 a month / £770 - £958 a week	5
£50,000 - £59,999 a year / £4,167 - £4,999 a month / £959 - £1,150 a week	6
£60,000 - £69,999 a year / £5,000 - £5,832 a month / £1,151 - £1,342 a week	7

£70,000 - £79,999 a year / £5,833 - £6,665 a month / £1,343 - £1,533 a week	8
£80,000 - £89,999 a year / £6,666 - £7,499 a month / £1,534 - £1,725 a week	9
£90,000 - £99,999 a year / £7,500- £8,332 a month / £1,726 - £1,917 a week	10
£100,000 a year or more / £8,333 a month or more / £1,918 a week or more	11
Don't Know	12
Refused	13

K7 **DELETED**

K8 **DELETED**

K9 **DELETED**

K10 **DELETED**

K11 **DELETED**

K12 **DELETED**

ASK ALL CURRENTLY IN WORK (A10B/1-3)

K13 **Were you a member of a Trade Union at any of the following stages?**

READ OUT. CODE ALL THAT APPLY

When you were pregnant	1	
ONLY TO THOSE ON / HAD MATERNITY LEAVE [A10C/1]: When you were on maternity leave	2	
ONLY THOSE RETURNED TO WORK [A10A/1-3]: When you returned to work	3	
DO NOT READ OUT: None of the above	4	DO NOT MULTICODE
Don't know	5	DO NOT MULTICODE
Refused	6	

ASK ALL CURRENTLY IN WORK (A10B/1-3)

K14 **Did your employer recognise a trade union...?**

READ OUT. CODE ALL THAT APPLY

When you were pregnant	1	
ONLY TO THOSE ON / HAD MATERNITY LEAVE [A10C/1]: When you were on maternity leave	2	
ONLY THOSE RETURNED TO WORK [A10A/1-3]: When you returned to work	3	
DO NOT READ OUT: None of the above	4	DO NOT MULTICODE
Don't know	5	DO NOT MULTICODE
Refused	6	

K15 **DELETED**

K16 **DELETED**

ASK ALL

K17 **What, if any, religion are you?**

DO NOT READ OUT. CODE ONE ONLY.

Christian (all denominations)	1	
Buddhist	2	
Hindu	3	
Jewish	4	
Muslim	5	
Sikh	6	
Any other religion (specify)	7	
No religion	8	
Don't know	9	
Refused	10	

ASK ALL

K18 **Would you describe your sexual orientation as...**

READ OUT CODE ONE ONLY.

Heterosexual / straight	1	
Gay woman / lesbian	2	
Bisexual	3	
Other (specify)	4	
Don't know	5	
Refused	6	

L Thank and close

- L1 **Thank you very much for taking the time to speak to us today. As part of the research we will be conducting a follow up stage early next year (around March and April 2015) where we'd like to speak to mothers further about their experiences of working while pregnant or after the birth of their baby.**

This stage will be important as it will help us to give examples of the specific experiences of real mothers. Whether you have had a positive experience or a negative experience or a mixture of both we would greatly value your participation.

This stage of the research would involve a face to face discussion at a time and place convenient to you early next year (around March and April 2015). As a thank you for sparing the time to take part we would offer £30.

In principle would you be willing to take part in this next stage of the research? Agreeing now does not commit you to taking part, we would get in touch nearer the time of the research to check whether you would still like to participate.

Yes	1	
No	2	

IF AGREE TO PARTICIPATE IN THE QUAL (L1/1)

- L2 **And can I just check, will [NUMBER] be the best number to call you on nearer the time of the research?**

Yes	1	
No - write in number	2	

IF CONSENT TO RECONTACT (L1/1)

- L3 **And could I take another number [IF CALLING ON A LL NUMBER: such as a mobile number; IF CALLING ON A MOB NUMBER: such as a landline number] just to make sure I'm able to reach you?**

Yes - write in number	1	
No other number	2	

IF CONSENT TO RECONTACT (L1/1)

L4 **If it would be convenient to contact you via email can I take down your email address?**

Yes – write in email address	1	
No	2	

ASK ALL

L5 **And can I just check would you be willing for us to call you back regarding:**

This particular study – if we need to clarify any of the information	1	
Other research studies which may be relevant to you	2	
Neither of these	3	

IF YES TO RECONTACT AND TEL NUMBERS NOT ALREADY COLLECT ([L5_1/1 OR L5_2/1] AND L1/2)

L6 **And could I just check, is [NUMBER] the best number to call you on?**

Yes	1	
No - write in number	2	

ASK ALL

L7 **DO NOT READ OUT: INTERVIEWER – Has respondent requested details of organisations to contact regarding employment rights? ONLY SELECT YES IF REQUEST MADE BY RESPONDENT EARLIER IN INTERVIEW**

Yes	1	
No	2	

IF EMPLOYMENT RIGHTS INFORMATION REQUESTED (L7/1)

READ OUT:

L8 **If you would like information regarding employment rights you can either go to the ACAS website – www.acas.org.uk, or contact them by telephone on 0300 123 1100 (Monday to Friday, 8am to 8pm or Saturday, 9am to 1pm).**

Finally I would just like to confirm that this survey has been carried out under IFF instructions and within the rules of the MRS Code of Conduct.

INTERVIEWER – PLEASE OFFER

- MRS Freephone number to check validity of the research
- IFF telephone number to speak to research
- Thank you very much for your help today.

THANK RESPONDENT AND CLOSE INTERVIEW



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