**Pregnancy and Maternity Support Plan**

This Pregnancy and Maternity Support Plan should be used to guide discussions with students during their pregnancy and maternity. The Registrar will complete the form with input from the student and relevant Programme Leader/Tutor. If the student’s circumstances change the plan will be amended.

|  |  |
| --- | --- |
| **Student details** | |
| Name |  |
| Student number |  |
| **Reason for support plan** | |
| Pregnancy, miscarriage, still birth, etc. |  |
| **Course details** | |
| Course title |  |
| Year of course |  |
| **Key dates** | |
| What is the student’s due date? |  |
| When was the College notified of the student’s due date? |  |
| **Pregnancy-related absence** | |
| Are there any pregnancy-related illnesses that may affect the student’s ability to continue with their studies? |  |
| If yes to either of the above questions, what arrangements have been made to enable the student to catch up? |  |
| **Assessments** | |
| Is the student unable to complete any assessments due to her pregnancy or maternity? |  |
| If so, provide details: |  |
| What alternative arrangements have been made for any outstanding or incomplete assessments? |  |
| **Maternity-related absence (students should provide information in writing at least 15 weeks before their due date)** | |
| How much maternity-related absence does the student intend to take? |  |
| When does the student intend to start maternity-related absence? |  |
| When does the student intend to return from maternity- related absence? |  |
| Will the dates of maternity-related absence affect the student’s ability to complete any course or module requirements? |  |
| If so, what arrangements have been made to enable the student to complete the module? |  |
| What information will the student require during maternity- related absence to keep up to date on course developments? |  |
| **Finance** | |
| Has the student been advised to explore the financial implications of their circumstances for their studies? |  |

|  |  |
| --- | --- |
| **Approved by Registrar** | |
| Name |  |
| Signature |  |
| Date |  |
| **Agreed by student** | |
| Name |  |
| Signature |  |
| Date |  |