Shared Parental Leave and Pay

Must:
a) Have a partner
b) Be entitled to Mat/Adoption or SMP/MA/SAP
c) Have issued notice to curtail

Mother

Employer #1 Mother's Employer

Continuity of Employment Test

Is she eligible?

- Employed for same employer #1 for 26 weeks?
- Share child upbringing responsibility with her partner
- Be pregnant at 26 weeks' service
- Avg. Earning > LEL in 8 week period (£113)

Yes

Submit relevant Form → Respond to Form

Note: The relevant Form will be different if she wants to pass all the leave and pay to her partner

Booking Notices: Mother

Continuous

Issue relevant notification for each occasion (max 3 spells)
Cannot be refused by the employer

Discontinuous

Issue relevant notification.
Request can be refused.
Reverts to continuous spells.

Partner

Employer #2 Partner's Employer

Employment and Earnings Test

Is s/he eligible?

- Worked 26 weeks in last 66 weeks
- Earned > £30 in 13 of the last £66 weeks

Yes

Submit relevant Form → Respond to Form

Booking Notices: Partner

Continuous

Issue relevant notification for each occasion (max 3 spells)
Cannot be refused by the employer

Discontinuous

Issue relevant notification.
Request can be refused.
Reverts to continuous spells.