

PUPILS' PARENTAL LEAVE & FAMILY RESPONSIBILITY SUPPORT

Parental leave¹ policy

Prospective pupils

1. A prospective pupil who prior to the commencement of pupillage decides they wish to take a period of parental leave during pupillage may apply to chambers to defer the commencement of their pupillage for a period of up to 12 months. Such application should be made in the first instance to the Chambers Director and will be referred by him/her for consideration by the pupillage committee. The pupillage committee will defer the commencement of pupillage for a period of 12 months, save in unusual circumstances.

Current pupils

2. Chambers is committed to ensuring that appropriate support is provided to current pupils who notify chambers that they wish to take a period of parental leave during the course of their pupillage. The extent and form of that assistance will be dictated by the pupil's own preferences and the Bar Training Regulations and any other application regulations and guidance in force from time to time. In particular:
 - (1) The pupil's supervisor will ensure that they are made aware of chambers' flexible working policy (which contains a section dealing with pupils);
 - (2) Chambers will seek to ensure so far as practicable and consistent with relevant regulations and guidance that appropriate accommodation is made for ante-natal care; in particular that, where practicable, time off

¹ "Parental leave" in Section F of this Policy means a period of absence from chambers for the purpose of caring for a child after its arrival by birth or adoption (whether as primary carer or not) or, if commencing before the arrival of the child (by birth or adoption), for the purpose of preparation for the arrival of the child.

is given for ante-natal care and adoption appointments and relevant information (such as the scheduled dates of advocacy assessments) is given as early as practicable in order to assist the pupil in the scheduling of such appointments;

- (3) Where possible, there will in every year be a male and female pupil mentor either or both of whom can act as an information point of contact for a pupil to raise and discuss any concerns or needs arising in relation to the relevant pregnancy or adoption; and
 - (4) All pupil supervisors and the pupillage committee will be ready to discuss and where practicable accommodate, any concerns, needs or requests in relation to the relevant pregnancy or adoption.
3. Pupils who decide during pupillage that they wish to take a period of parental leave during pupillage may apply to chambers to defer completion of the remainder of their pupillage for a period of up to 12 months, subject to the pupil obtaining any necessary permission(s) and/or exemption(s) from the Bar Standards Board. Applications should be made to and will be considered by the pupillage committee. They must be made in writing at least 8 weeks before the period of proposed parental leave is intended to start. Any proposed arrangement must be consistent with the requirements of the Bar Training Regulations and any other applicable regulations or guidance in force from time to time and the pupil must obtain any necessary permission(s) and/or exemption(s) from the Bar Standards Board. The pupillage committee will defer completion of the remainder of pupillage for a period of 12 months, save in unusual circumstances.

Parental leave: the pupillage award

4. Any deferral of the whole or part of pupillage will not affect the amount of the pupillage award.
5. The default position in respect of the pupillage award of a pupil who defers the whole or part of their pupillage is that the payment of the pupillage award will be suspended during any period of parental leave and will resume on return from parental leave.

6. A pupil who wishes to defer the whole or part of their pupillage may apply to chambers for a variation of the timing of the payment of the remaining monthly instalment(s) of the pupillage award (for example, if the pupil wishes to receive some of the remaining instalments of the award during the period of parental leave). Any proposed variation will only be agreed if it is consistent with the requirements of the Bar Training Regulations and any other applicable rules, regulations or guidance in force. Applications should be made to and will be considered by the pupillage committee, which has full discretion in relation to whether to agree a variation of the default position.

Family responsibility support

7. Chambers is committed to providing appropriate support to pupils to enable them to meet any family responsibilities, including caring responsibilities for children or other relatives, of which they have given chambers notification. The extent and form of that assistance will be dictated by the pupil's own preferences and the Bar Training Regulations and any other application regulations and guidance in force from time to time including the need for the pupil to obtain any necessary permission(s) and/or exemption(s) from the Bar Standards Board. In particular:
 - (1) The pupil's supervisor will ensure that they are made aware of chambers' flexible working policy (which contains a section dealing with pupils);
 - (2) Chambers will seek to ensure so far as practicable and consistent with relevant regulations and guidance that appropriate accommodation is made for caring responsibilities and relevant information (such as the dates of any trial that the pupil may attend out of London or any period when it is anticipated that a pupil may need to be present in chambers earlier or later than usual) is given as early as practicable in order to assist the pupil in managing their responsibilities (e.g. in arranging child care);
 - (3) Where possible, there will in every year be a male and female pupil mentor either or both of whom can act as an information point of contact for a pupil to raise and discuss any concerns or needs arising in relation to their family responsibilities; and

- (4) All pupil supervisors and the pupillage committee will be ready to discuss, and where practicable accommodate, any concerns, needs or requests in relation to a pupil's family responsibility.

Non-discrimination

8. Pupils should be assured that the fact of pregnancy or adoption or the taking of parental leave or any requests for accommodation or any accommodations made pursuant to the above provisions will have no impact on their prospects of being recruited as a tenant.

Review of this policy as applicable to pupils

9. This policy as applicable to pupils is reviewed regularly by chambers' pupillage committee (with any appropriate input from chambers' equality and diversity committee as required).

Approved by the MB September 2020