



Menopause Policy

2019



DOCUMENT CONTROL SHEET:

Key Information:

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MENOPAUSE POLICY

1. Policy Statement

- 1.1 Clackmannanshire Council is committed to ensuring that all employees are treated fairly and with dignity and respect. The Council is also fully committed to improving the well-being of staff and, as an employer, has a duty of care towards any employee experiencing difficulties.
- 1.2 The Council will provide appropriate support to women who are experiencing symptoms associated with the menopause, whilst supporting line managers by providing guidance.
- 1.3 It is important that the Council understands the difficulties and anxieties of women currently going through this change and that we manage this issue by raising awareness, providing training and development for all line management and colleagues.

This policy will:

Inform managers about the potential symptoms of menopause, what the consequences can be and what role they can play to support those affected

Create an environment where women feel confident enough to raise issues about their symptoms and feel able to ask for reasonable adjustments at work

Promote the guidance which will provide direction and clarity on how to support women who raise menopause related issues, which also applies to those indirectly affected such as line managers, partners and colleagues

Support women experiencing menopausal symptoms to be able to stay at work and reduce absenteeism levels

2. Who does this policy apply to:

- 2.1 This policy applies to all employees of Clackmannanshire Council

3. Does the policy form part of my contract?

- 3.1 This policy is intended for guidance to employees and managers rather than contractual

4. Monitoring and Review

4.1 Both HR and Trade Union Representatives shall monitor the effectiveness of the procedure on an ongoing basis. Changes may result from employee, management and union feedback and/or from changes in employment legislation. Revisions and updates will be implemented by the Council following consultation with recognised Trade Unions.

5. Equality Impact Assessment

Policy Name	Menopause Policy
Department	HR
Policy Lead	HR
Equality Impact Assessment	
Stage 1 EQIA completed	Yes
Stage 2 EQIA completed	Yes
* In no please provide rationale	
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