

GROUP FINANCE MATERNITY CHARTER

LEADERSHIP TEAM COMMITMENTS TO YOU



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Bank of Ireland 

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We as a Finance Leadership Team appreciate the challenges faced when colleagues are due to have a baby, are on maternity leave or have recently returned to work.

We are committed to helping make this transition period as supportive, consistent and helpful as possible. Key commitments we make to you are;

PRE – MATERNITY LEAVE		DURING MATERNITY LEAVE		POST MATERNITY LEAVE “RETURN TO WORK”	
CONTACT DURING MATERNITY LEAVE	<ul style="list-style-type: none"> In advance of starting maternity leave, please feel free to agree with your line manager the manner and frequency with which you wish to be contacted during the period of your leave. 	KEEP IN TOUCH	<ul style="list-style-type: none"> The role of the Buddy is to keep you up to date on business developments, team news and general updates. Buddy is available to email the Weekly Blog, Finance and Group wide announcements, Group Finance job opportunities etc. Buddy will offer ‘Keep in Touch’ days whereby you have the option to attend team away days, town-hall events etc. 	FLEXIBILITY	<ul style="list-style-type: none"> For the first month back, you will be offered flexibility on how many days you would like to work as you make the transition back to the office. Flexibility will also be offered on start time, end time, lunchtimes etc. to help you with the childcare transition.
BUDDY	<ul style="list-style-type: none"> A colleague will be made available to be a ‘Buddy’ to support you before and after you go on maternity leave. 	PRE-RETURN MEETING WITH MANAGER	<ul style="list-style-type: none"> Line manager will contact you c.1 month before return to work date, to chat about the return process, any questions you may have, flexibility you may need, logistics etc. 	BABY TEMPERATURE PASSES	<ul style="list-style-type: none"> We acknowledge that life with a new baby can be unpredictable so your line manager will provide ‘Baby Temperature Passes’ – i.e. it is understandable and ok if you need to take a day’s leave at very short notice.
MEDICAL VISITS & ANTENATAL CARE	<ul style="list-style-type: none"> We know the frequency of medical and antenatal visits increases as the big day approaches. Your line manager will work with you to facilitate these as required. A meeting with your line manager will take place 1 month in advance of maternity leave to discuss the status of outstanding work, any questions you may have and help arrange a smooth handover. 	LOGISTICAL SUPPORT	<ul style="list-style-type: none"> Buddy will assist with logistical requirements prior to your return; re-establishing card access, ensuring emails have been re-installed, phone logins are in operation, laptops/phones are set up and all drives and applications have been restored. 	MATERNITY RETURNERS GET TOGETHER	<ul style="list-style-type: none"> Get together in-house lunch session will be arranged every 4/6 months for those newly returning from maternity leave. This informal network forum will provide the chance to meet other maternity returners to share insightful advice and provide some narrative on the individual challenges faced and overcome.



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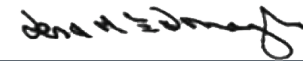
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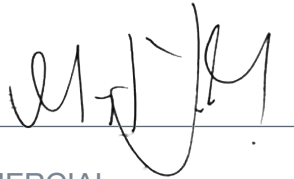
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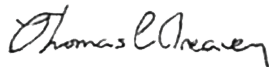
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