

# Family-Friendly Benefits

Last updated Jul-15

Investigative Medicine

Factsheet 18

## Family Leave

The University has a central information point about family leave. See: [www.admin.ox.ac.uk/personnel/during/family/](http://www.admin.ox.ac.uk/personnel/during/family/)

It includes information about maternity, paternity and adoption leave, shared parental leave and unpaid parental leave. All staff planning to take such leave are encouraged to meet with their local HR Officer ([hr@rdm.ox.ac.uk](mailto:hr@rdm.ox.ac.uk)) at the earliest opportunity.

## Flexible Working

Flexible working arrangements can take many forms, from the traditional part-time arrangements, to compressed hours, job-sharing, staggered hours, term-time only working, or working from home. Details of the formal procedure at [www.admin.ox.ac.uk/personnel/during/flexible/](http://www.admin.ox.ac.uk/personnel/during/flexible/)

Informal arrangements may also be possible. Please discuss with your line manager in the first instance, prior to notifying your HR Officer ([hr@rdm.ox.ac.uk](mailto:hr@rdm.ox.ac.uk)).

## Childcare Services

The University Childcare Services provide support to staff and students with all aspects of childcare. For more information: [www.admin.ox.ac.uk/childcare/](http://www.admin.ox.ac.uk/childcare/)

## Childcare Voucher Scheme

Computershare Childcare Vouchers can be used for registered childcare facilities such as non-University nursery fees, before and after school clubs, holiday play schemes, child-minders, nannies and crèche facilities. The University offers this scheme to eligible staff as an opportunity to save tax and national insurance on childcare costs. For more information: [www.admin.ox.ac.uk/childcare/voucherscheme/](http://www.admin.ox.ac.uk/childcare/voucherscheme/)

## Nursery Fee Salary Sacrifice Scheme

Details of the salary sacrifice scheme for nursery fees at [www.admin.ox.ac.uk/childcare/salariesacrificescheme/](http://www.admin.ox.ac.uk/childcare/salariesacrificescheme/)

## Nurseries

Information on nurseries, including University, college and private nurseries, can be found at [www.admin.ox.ac.uk/childcare/nurseryinformation/](http://www.admin.ox.ac.uk/childcare/nurseryinformation/)

## RDM Sponsored Places

RDM offers four sponsored nursery places. To be eligible, you must have already applied to the Childcare Services waiting list. For full terms and conditions, and how to apply, see [www.rdm.ox.ac.uk/family-friendly-benefits](http://www.rdm.ox.ac.uk/family-friendly-benefits)

## Shared Parental Leave (SPL)

The SPL system enables eligible parents, if they so wish, to share a period of leave and pay in the 52 weeks immediately following the birth or adoption of their child.

The arrangements for the SPL scheme are complex, and can be found at <http://www.admin.ox.ac.uk/personnel/during/family/spl/>.

If you are considering applying for SPL you are advised to consult with your local admin team at the earliest opportunity.

The existing statutory rights to maternity leave, adoption leave, ordinary paternity leave and unpaid parental leave remain unchanged.



### Holiday Playschemes

The University works in partnership with playscheme providers to support families during the school holiday periods. Further details: [www.admin.ox.ac.uk/childcare/playscheme/](http://www.admin.ox.ac.uk/childcare/playscheme/)

### Parenting Organisations

Further details can be found at [www.admin.ox.ac.uk/childcare/parentingorg/](http://www.admin.ox.ac.uk/childcare/parentingorg/)

### ParentsNet Forum

The ParentsNet Forum aims to put parents around the Medical Sciences Division in contact, and to give the opportunity to share ideas and exchange goods. ParentsNet is hosted on Weblearn and is subscription-based only. If you would like to sign up, please email: [admin-pa@dpag.ox.ac.uk](mailto:admin-pa@dpag.ox.ac.uk)

### Support after a Career Break

A number of initiatives can support you when you return from work after a career break. The RDM Mentoring Scheme can match you with a mentor who has relevant experience. More info and to sign up: [www.rdm.ox.ac.uk/mentoring](http://www.rdm.ox.ac.uk/mentoring)

There are also funding streams dedicated to assisting researchers who are returning to work after leaving to start a family, or for staff wishing to work with flexible working patterns e.g. Returning Carers Fund, Daphne Jackson Fellowships, Dorothy Hodgkin Fellowships. Please contact [ruth.mccaffrey@rdm.ox.ac.uk](mailto:ruth.mccaffrey@rdm.ox.ac.uk) or



**Childcare Services**

**Nursery Map**

**University Nurseries**

- 1 Bradmore Road, 4c Bradmore Road, Oxford OX2 6QW
- 2 Mansion House, Apsley Road, Summertown, Oxford OX2 7QX
- 3 Jack Straws Lane, 32b Jack Straws Lane, Oxford OX3 0DW
- 4 Woodstock Road, 92 Woodstock Road, Oxford OX1 7ND

**College Nurseries**

- 5 Somerville College, Oxford OX2 6HD
- 6 Balliol Day Nursery, 2a Rawlinson Road, Oxford OX2 6UE
- 7 Wolfson College, Linton Road, Oxford OX2 6UD
- 8 St Anne's College, Woodstock Road, Oxford OX2 6HS

**Private Nurseries with subsidised University places**

**The Co-operative Childcare**

- 9 The Co-operative Childcare, Oxford Station, 1 Roger Dudman Way, Oxford OX1 1HW

**Bright Horizons**

- 10 Oxford Business Park, Plot 9B50, Garsington Road, Cowley, Oxford OX4 2DQ
- 11 Oxford Waterways, 45 Clearwater Place, off Elizabeth Jennings Way, Oxford OX2 7NL
- 12 Harwell, Curie Avenue, Harwell International Business Centre, Didcot, OX11 0RA
- 13 Milton Park, 106 Milton Park, Abingdon, Oxfordshire OX14 4RZ

**Montessori Nurseries**

- 14 Forest Farm Nursery, Forest Farm School, Elsfield OX3 9UW
- 15 St Giles Nursery, Woodstock Road, Oxford, OX2 6HT
- 16 Wolvercote Nursery, The Village Hall, Wolvercote Green, Wolvercote OX2 8BD

**Childbase Nurseries**

- 17 Julia Durbin Day Nursery, Old Road, Roosevelt Drive, Headington, Oxford OX3 7JU
- 18 Sandfield Day Nursery, Sandfield Road, Headington, Oxford OX3 7RH

see [www.rdm.ox.ac.uk/returning-to-work-after-a-career-break](http://www.rdm.ox.ac.uk/returning-to-work-after-a-career-break)

For more information see:

[www.rdm.ox.ac.uk/family-friendly-benefits](http://www.rdm.ox.ac.uk/family-friendly-benefits)