



**MATERNITY,  
PATERNITY  
& ADOPTION**

What do we offer?

**Softcat**

# MATERNITY

The logo for Softcat, featuring the word "Softcat" in a white, sans-serif font inside a purple oval.

FAMILY NETWORK



*"The Softcat Family Network is excellent - a forum to speak openly, ask questions, and get advice and support from people who have been through the same challenges. People are so generous with their time, and I'm very much looking forward to the new and upcoming 'dad chats'."*

Softcat is committed to helping all our prospective and current employees to understand what support is available to them when planning for the birth of a child. We also feel it's important to highlight what this means during your child's first year.

## HEALTH AND WELLBEING DURING PREGNANCY AND MATERNITY LEAVE

- Ante-natal appointments - pregnant employees are entitled to take paid time off during work hours to attend appointments for ante-natal care.
- Softcat Family Networking Group - this includes current parents and soon-to-be parents. The purpose of the group is to help us create a culture which supports our employees in balancing family commitments and work responsibilities.
- New Baby Gift - when an employee goes on either paternity/maternity/shared parental leave, a small gift is sent to the employee and their family to congratulate them on the arrival of their baby.
- Buddy Scheme - anyone who's part of the Softcat Family Network can join the Buddy Scheme. You are partnered with another member of the group who you can meet with informally to share feedback on experiences, talk through any scenarios you are experiencing as a parent, support and offer guidance where applicable.

## WHAT DO WE OFFER WITH OUR MATERNITY PAY?

- **Length of service at qualifying period\* is less than 26 weeks** - You are not eligible for company maternity pay. Maternity allowance may be paid up to 39 weeks to employees who are not eligible for statutory maternity pay if you meet the qualifying conditions for Maternity Allowance.
- **Length of service at qualifying period is between 26-51 weeks:**
  - 0-6 weeks - 90% of Average Weekly Earnings.
  - 7-39 weeks - standard weekly rate of Statutory Maternity Pay or 90% of your Average Weekly Earnings, whichever is lower.
- **Length of service at qualifying period is 52 weeks or more:**
  - 0-26 weeks - 90% of your average earnings.
  - 27-39 weeks - standard weekly rate of Statutory Maternity Pay or 90% of your Average Weekly Earnings, whichever is lower.
- **40-52 weeks** is unpaid in the above scenarios.

\*Qualifying period is defined as 15th week before your baby is due.

*"I feel that the maternity package that Softcat offers is really exceptional. I was also supported by my manager and the HR department and I didn't feel pressured to return to work before I was ready. I had many options around my return to the office - phased return, the 50 hours incentive, KIT days etc."*



# PATERNITY



An employee may choose to take either one, two or three consecutive weeks of paternity leave. To be eligible for paternity leave you need to have worked continuously for Softcat for 26 weeks leading into the 15th week before the baby is due.

All employees who take paternity leave in accordance with this policy, will be eligible for up to three weeks of paternity pay at 90% of their basic salary plus usual commission/bonus payments. This includes any Statutory Paternity Pay that may be due for that period.

Healthcare cover for members will continue during any period of paternity leave.

We also offer shared parental leave.

*"Paternity leave was recently increased to 3 weeks. That's THREE WEEKS!!! I added an extra week of annual leave second time round, and it was an invaluable time to bond with our littl'un, look after the big'un and help out as much as possible."*

# ADOPTION

We know that starting a family, whatever your journey, is an important step. That's why we offer the same leave and pay arrangements for adoption as we do maternity.

*"When our family went through the process of adoption, Softcat were incredibly supportive, offering a balance of space, time, and support throughout. Likewise, when having biological children of our own, that extra week of paternity gave me the time to enjoy those precious first few weeks without any anxiety of being under pressure to be available to work at the same time."*



# FLEXIBLE WORKING POLICY

We're proud of our flexible, friendly approach to business and know that outstanding employee satisfaction and world-class customer service go hand-in-hand. We also know that our biggest differentiator is our culture; driven by our employees to create our ongoing success. Our commitment around flexibility reflects the needs of both our business and our employees.

Our standard working hours are 37.5 hours per week and we offer staggered start and finish times to suit your needs. There is the opportunity to submit further flexible working requests around part-time, non-standard hours or job sharing too. You can do this from day one of working at Softcat.

## PLACE OF WORK:

Softcat embraces a hybrid working approach, which means that we expect you to maintain a strong connection to your local office, whilst also having the flexibility to work from home and on customer sites.

## CONTACT US

If you have any questions, then please reach out to [recruitmentteam@softcat.com](mailto:recruitmentteam@softcat.com) and we'd be happy to help.



*"When I returned I had so much help on offer and check-ins which were much needed having returned to a new working world post-Covid! I feel very lucky that they took this matter so seriously and didn't just leave me to re-learn the ropes. Having been back a few months I feel optimistic about the future and that I have found the right way of working for me and my family."*