



TAYSIDE POLICE

'Here for you'

POLICY

**ADOPTION LEAVE + PAY – POLICE
OFFICERS**

Effective Date:	28 March 2008
Review Date:	March 2011
Owning Department:	Human Resource Services
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1. POLICY STATEMENT

- 1.1 The provision of adoption leave and pay is laid down in statute and police regulations.
- 1.2 Tayside Police wish to ensure that all staff are aware of their entitlements and responsibilities so they can plan for adoption leave, be supported during leave and return to work having derived maximum benefit from their leave.
- 1.3 A guidance document sets out adoption leave and pay entitlements, officers' responsibilities and provisions for support to officers on leave. The guidance document takes account of employment legislation, police regulations and best practice.
- 1.4 A member of staff who is considering adopting is advised to meet with a Human Resources Adviser at an early stage. They are also advised to meet with a member of the Pay Office to discuss the pay and pension implications of their adoption leave.