



21318 PROCEDURE - EXPECTANT AND NURSING MOTHERS

Version	3.7	Last updated	28/11/2018	Review date	28/11/2019
Equality Impact Assessment			Low		
Owning department			Health and Safety / Risk		

1. About this Procedure

- 1.1. This procedure explains Hampshire Constabulary's approach to the protection of expectant and nursing mothers whilst at work and is aimed at all officers and staff.

2. Risk Assessments/Health and Safety Considerations

- 2.1. Under the Health and Safety at Work Act and the Management of Health Safety At Work Regulations, the Force has a duty to assess the risks to expectant and nursing mothers and provide a safe system of work to protect both the mother and the unborn child.

3. Procedure

- 3.1. Some work activities can pose risks to pregnant staff and the unborn child. The risks may vary as the pregnancy progresses and will need to be regularly reviewed.
- 3.2. Staff who become pregnant must inform their line manager as soon as possible. A risk assessment must then be completed using the health and safety risk assessment form for new and expectant mothers, HS8.
- 3.3. The risk assessment must be carried out in conjunction with the member of staff and reviewed at monthly intervals throughout the pregnancy, due to the changes in risk as the pregnancy progresses, for example posture changes related to increasing size. A copy of the risk assessment should be set to the risk assessment mail box.
- 3.4. It should be noted that due to the risks to both the mother and unborn child pregnant staff cannot be allowed to work on duties where there is a risk of violence and abuse or be exposed to stressful situations or images, such as child pornography or child deaths. This may include visiting members of the public at home. If staff are visiting or seeing members of the public, it's the member of staff's responsibility to assess the people they are seeing to determine the level of risk to them and the unborn child.
- 3.5. After the mother has given birth and returned to work, the risk assessment should be reviewed to take account of any health issues, to ensure the person is fit to go back to their original duties. In some cases further advice may be needed from Occupational Health. Staff returning to work who are still breast-feeding must be



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made aware that wearing body armour can cause mastitis and reduce milk flow. Staff must be given the option as to whether they are happy to wear body armour or not whilst breast feeding, as the additional weight can cause mastitis. If they decide not to wear body armour during this period they cannot carry out frontline duties.

- 3.6. In carrying out the return assessment, account must be taken of the potential need for the mother to express milk, for which suitable facilities need to be provided. These will include secure refrigeration, a clean and private area where she can express milk, this could be an office which could be locked by the mother and did not have vision panels or windows that could be looked through by people outside. It is not acceptable for toilet facilities to be used for this activity.

4. Roles and Responsibilities

- 4.1. It is the responsibility of individuals to declare they are pregnant as soon as they become aware.
- 4.2. It is the responsibility of the line managers to ensure the risk assessments are carried out in conjunction with the expectant mother.

5. Administration

- 5.1. All risk assessments should be completed on the correct risk assessment form in Standard forms under Health & Safety, the health and safety risk assessment form for new and expectant mothers, HS8 and Hs8a for return to work with a copy being sent to the Risk Assessment Mailbox.

6. Monitoring/Evaluation

- 6.1. This procedure will be monitored by the Corporate Health and Safety Adviser to ensure compliance with current health and safety legislation.

7. Review

- 7.1. This procedure will be reviewed as and when legislation or Force requirements.

8. Related Procedures, Policies and Information Sources

- 8.1. 21300 Policy - Health and Safety
- 8.2. The Management of Health and Safety at Work Regulations 1999
- 8.3. [AD203 – Equality Impact Assessment](#)

Origin: Health & Safety / Risk