

Menopause

Menopause is a normal part of every woman's life. The menopause is an equality and occupational health and safety issue and that women may need appropriate flexibility, support and adjustments during the time of change before, during and after the menopause.

Melbourn Playgroup and Out of School Club has a positive attitude towards the menopause and will treat all individuals with dignity and respect during this time and ensure that the workplace does not make symptoms worse.

Melbourn Playgroup and Out of School Club is committed to ensuring that women feel confident in discussing menopausal symptoms openly, without embarrassment, and are able to ask for support and adjustments in order to continue to work safely in the organisation.

Aims

- To create an environment where female staff members feel confident enough to raise issues about their symptoms and ask for support and adjustments at work.
- To ensure that conditions in the workplace do not make menopausal symptoms worse and that appropriate adjustments and support are put in place, recognising that the menopause and perimenopause is an individual experience and therefore there is no 'one size fits all' solution.
- To reduce sickness absence due to menopausal symptoms and retain valued staff in the workplace.

Procedure

Melbourn Playgroup and Out of School Club will make adjustments where necessary to support individuals experiencing the menopause, and to ensure the workplace does not make their symptoms worse. These could include simple measures such as:

- leaving doors open
- ensuring that windows can be safely opened
- provision of fans
- establishing a system that allows cover for female staff who need to access toilet/ washing facilities while they are teaching (to deal with heavy and recurring bleeding)
- considering requests for changes to working arrangements, eg temporary part-time working
- swift permission for absence to attend menopause-related medical appointments
- adjusting workplace procedures and processes to support and avoid any detriment to menopausal women.

This is not a definitive list of measures and Melbourn Playgroup and Out of School Club will actively listen to female staff and take on board other suggestions.

It is recognised that many of these practical and easy-to-institute changes to the workplace, which will make working life more bearable for menopausal women, will benefit all staff.