



LEDBURY TOWN COUNCIL

MENOPAUSE SUPPORT POLICY

Date Adopted: 17/11/2024

Next Review: 16/11/2026



Menopause Support Policy

Purpose: The Menopause Support Policy seeks to create an inclusive and supportive work environment for employees experiencing menopause. This policy aims to ensure employees can navigate this natural life stage with dignity and support, thereby enhancing workplace wellbeing and productivity.

Scope: This policy applies to all employees of the Ledbury Town Council and aims to provide guidance for both management and staff.

Policy Statement: Ledbury Town Council recognizes that menopause is a natural stage of life that can affect physical and emotional health, wellbeing, and work performance. The organisation is committed to providing support and reasonable accommodations to employees undergoing menopause.

Key Objectives:

1. To raise awareness and educate all staff about menopause and its potential effects in the workplace.
2. To foster an environment where employees feel comfortable discussing menopause-related issues without fear of stigma or discrimination.
3. To provide guidance and resources, including access to health services and support groups.
4. To ensure line managers are equipped to provide support and accommodations as needed.

Support Measures:

1. **Awareness Training:** Implement training sessions for all employees, particularly for line managers, to better understand menopause and its impacts.
2. **Flexible Working Arrangements:** Consider requests for flexible working hours or remote work options for employees experiencing difficult symptoms.
3. **Access to Support Services:** Provide information about external support services and health professionals specialising in menopause.
4. **Comfortable Work Environment:** Ensure that the workplace is conducive to those experiencing menopause. This may include temperature control, access to natural light, and quiet spaces for breaks.
5. **Confidentiality:** Maintain confidentiality around any discussions related to menopause and ensure respectful handling of sensitive information.

Implementation:

This policy will be implemented through:

- Regular training programs.
- Informative resources made available in the employee handbook and on the internet.
- Feedback mechanisms to gauge the effectiveness of support measures.

Review and Evaluation:

This policy will be reviewed every two years, or sooner if necessary, to ensure it remains effective and relevant. Staff feedback will be incorporated into the review process.

Responsibilities:

- **Managers/Supervisors:** To foster an open environment and support employees experiencing menopause.
- To oversee the implementation of this policy, provide necessary training, and encourage feedback.
- **Employees:** To communicate their needs regarding menopause and participate in training initiatives.

Conclusion:

Ledbury Town Council is committed to promoting a supportive work environment for all employees facing menopause. We believe that by fostering open communication and providing necessary resources, we can maintain a productive and inclusive workplace.