

Shared Parental Leave Policy

Our approach

We believe parents should be able to choose how they share the care of their child in the way that works best for their family. Shared parental leave lets you do that.

This policy explains how shared parental leave works. It is more complex than maternity or paternity leave, so we strongly recommend speaking to the People Team before you start the process - we will guide you through it.

What shared parental leave is

Shared parental leave allows the mother or primary adopter to end their maternity or adoption leave early and share the remaining weeks with their partner. You can take the leave in turns, at the same time, or in blocks - the flexibility is the whole point.

Who can use it

Both parents must meet eligibility requirements. In general, the mother or primary adopter must be entitled to maternity or adoption leave, and the partner must have at least 26 weeks of continuous service and meet an earnings threshold.

The eligibility rules are detailed and depend on your specific circumstances. The People Team will confirm whether you qualify when you get in touch.

How much leave is available

The total shared parental leave available is 50 weeks (52 weeks of maternity/adoption leave minus the compulsory 2 weeks). How you split it is up to you.

How shared parental leave can work – some examples

<u>Scenario</u>	<u>How it works</u>
One parent returns early	The mother or primary adopter returns to work before their maternity or adoption leave ends. Their partner takes the remaining weeks as SPL.
Both off at the same time	Both parents take SPL during the same weeks - for example, both at home for the first 6 weeks after birth.
Taking turns	One parent takes SPL first, then returns to work while the other takes their SPL.
Split evenly	Both parents share the leave equally, either at the same time or in turns.

Returning then taking more leave	Both parents return to work and one (or both) takes blocks of SPL later in the year -for example, over the summer or around starting nursery.
Using blocks	One parent takes three separate blocks of SPL - for example, at 3 months, 6 months, and 9 months - returning to work in between.

Pay

Shared parental pay is paid at the statutory rate (ShPP) for up to 37 weeks. This is the Government flat rate, or 90% of your average weekly earnings if lower.

Shared parental pay is not enhanced beyond statutory at Milbank. However, any enhanced maternity or adoption pay already taken by the mother or primary adopter is unaffected.

To qualify for ShPP, you must meet the eligibility criteria for shared parental leave and have earned at least the lower earnings limit for National Insurance in the relevant reference period.

How to apply

You will need to give us at least eight weeks' notice before each block of shared parental leave. The application involves a written notice of entitlement and a period of leave notice. The People Team will provide the forms and walk you through what is needed.

Keeping in touch

Each parent has up to 20 Shared Parental Leave in Touch (SPLIT) days available, by agreement. These are separate from the 10 KIT days available during maternity or adoption leave.

Coming back to work

You have the right to return to the same job if your total statutory leave (including any maternity, paternity or adoption leave) is 26 weeks or less. If it is more than 26 weeks, you have the right to return to the same or a suitable alternative role.

Questions

Shared parental leave is one of the more complex areas of family leave. Please do not try to work it out on your own - contact peopleteam@milbank.co.uk and we will help you plan it.

milbankgroup.co.uk

Version	Date	Author	Changes
V1	27/01/2026	Milbank Group	Creation
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