

Presbytery of Southern New England

Parental Leave

Recognizing and celebrating that the addition of children to a family is a gift and blessing of God, the Presbytery of Southern New England offers the following best practices for churches and ministers in the event of the birth or adoption of a child. Churches are encouraged to develop a Parental Leave Policy as part of their Personnel Policies Manual.

- 1) Pastors shall inform their sessions and the Committee on Ministry, who will provide guidance as needed, at least two months in advance of their projected leave.
- 2) Childbirth brings risks of complications, unexpected needs, and other uncertainties. It is the duty of the pastor/professional and the session to deal with these issues in an open and caring relationship.
- 3) Session shall make provisions for the continuation of pastoral/professional functions during the leave period.
- 4) Maternity leave, or the leave for the primary care giver, shall usually be granted for a **minimum** period of eight weeks with the full salary, housing, and benefits as stated in their terms of call. Leave may start prior to the birth of the child.
- 5) Paternity leave, or the leave for the secondary care giver, shall usually be granted for a **minimum** period of two weeks, normally taken within the first three months following the birth or adoption, with full salary, housing, and benefits as stated in their terms of call.
- 6) Adoptive Parent leave shall usually be granted the same minimum leave, with the primary care giver granted a **minimum** period of eight weeks leave and a secondary care giver granted a **minimum** period of two weeks leave with full salary, housing, and benefits as stated in their terms of call.

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