

Maternity, Adoption, Paternity, Shared Parental, Unpaid Parental and Neonatal Care Leave

Purpose of this policy. This policy covers the statutory family leave rights and reflects the employment law changes effective from 6 April 2026, including day-one rights to paternity leave and unpaid parental leave. It applies in Great Britain and should be read alongside the Employee Handbook, Flexible Working Policy, Sickness Absence Policy and any relevant payroll guidance.

Trident Lifting Solutions



Policy Statement - Trident Lifting Solutions Limited ("Trident", "the Company")

Trident Lifting Solutions Limited is committed to high standards of professional conduct, integrity and accountability. As a specialist lifting and crane solutions provider operating in safety-critical environments, we recognise that the behaviour and standards of our people are fundamental to building a strong, respectful culture and protecting our reputation as a trusted industry leader.

We expect everyone working for or on behalf of the Company to act with professionalism, respect and responsibility at all times, reflecting our values and supporting a positive working environment. Clear standards of behaviour are essential to ensure safety, quality and effective collaboration across our projects and teams.

1. Scope and principles

- This policy applies to all Trident employees in Great Britain, whether full-time, part-time, fixed-term or permanent, unless stated otherwise.
- Trident will apply this policy fairly, consistently and in line with statutory rights. Where this policy refers to statutory pay, payment is subject to the employee meeting the relevant statutory service, earnings and notification conditions.
- There is no enhanced company maternity pay, adoption pay, paternity pay, shared parental pay or neonatal care pay unless Trident confirms this separately in writing.

2. Maternity leave and pay

- All pregnant employees are entitled to 52 weeks of maternity leave, made up of 26 weeks of Ordinary Maternity Leave and 26 weeks of Additional Maternity Leave, regardless of length of service.
- The employee must notify Trident no later than the end of the 15th week before the expected week of childbirth, confirming the expected week of childbirth, the intended start date of leave and providing a MATB1 certificate when available.
- Statutory Maternity Pay is payable only where the statutory conditions are met. During maternity leave, contractual benefits other than normal pay continue in accordance with the statutory regime.
- Employees may work up to 10 Keeping in Touch days by agreement without bringing maternity leave to an end. On return, employees will have the return rights that apply under the maternity leave legislation.

3. Adoption leave and pay

- An eligible employee who is the primary adopter is entitled to up to 52 weeks of adoption leave, made up of 26 weeks of Ordinary Adoption Leave and 26 weeks of Additional Adoption Leave.
- The employee must provide notice and evidence in line with the statutory rules following matching with a child or, in overseas adoption cases, following official notification.
- Statutory Adoption Pay is payable only where the statutory conditions are met. Employees on adoption leave may work up to 10 Keeping in Touch days by agreement.
- Return to work rights following adoption leave will be managed in line with the applicable statutory regime.

4. Paternity leave and pay

- From 6 April 2026, paternity leave is a day-one right. An eligible employee may take paternity leave from the start of employment if they meet the statutory relationship and responsibility tests and provide the required notice.
- Eligible employees may take one week, two consecutive weeks, or two separate single weeks of paternity leave. Leave must be taken within the statutory window following birth, placement for adoption or entry into Great Britain for overseas adoption, as applicable.
- Statutory Paternity Pay remains subject to the separate statutory conditions, including the qualifying service and earnings tests. A right to leave does not automatically create a right to statutory pay.
- Employees may also have a separate statutory right to time off to accompany a pregnant person or adopter to qualifying appointments, subject to the statutory limits and declaration requirements.
- Additional Paternity Leave is not a current statutory entitlement and does not apply.

5. Shared Parental Leave and Shared Parental Pay

- Eligible parents may share up to 50 weeks of leave and up to 37 weeks of statutory pay where the statutory conditions are met and the mother or adopter has curtailed maternity or adoption leave and pay.
- Employees must provide the required statutory notices, including a notice of entitlement and intention and any period of leave notices within the statutory timescales.
- Up to 20 Shared Parental Leave In Touch days may be worked by agreement. Return to work rights will be managed in accordance with the applicable statutory regime.

6. Unpaid parental leave

- From 6 April 2026, eligible employees have a day-one right to statutory unpaid parental leave. There is no minimum service requirement for the statutory leave right.
- An eligible employee may take up to 18 weeks of unpaid parental leave for each child up to the child's 18th birthday, subject to a maximum of four weeks for each child in any period of 12 months.
- Parental leave is usually taken in blocks of one week. For a disabled child, leave may be taken in blocks of one day. Where a part-week is taken for a child other than a disabled child, it counts as a week of the 18-week entitlement.
- The employee must normally give at least 21 days' notice of the dates of leave. Trident may postpone a requested period of unpaid parental leave for up to six months where business

operations would be unduly disrupted, except where the leave is to be taken immediately after birth or adoption placement, when postponement is not permitted.

- During unpaid parental leave, the employee remains bound by the terms and conditions that continue by law, including confidentiality, notice, disciplinary and grievance rules and good faith obligations. On return, the employee will have the statutory right to return to the same job or, where applicable, a suitable and appropriate alternative role on no less favourable terms.

7. Neonatal Care Leave and Pay

- Where a baby requires qualifying neonatal care, eligible employees may have a day-one right to Neonatal Care Leave in addition to other statutory family leave entitlements.
- Statutory Neonatal Care Pay is payable only where the separate statutory service and earnings conditions are met. Trident will process any statutory payment through payroll in the normal way, subject to tax and National Insurance deductions.
- Employees should notify HR or their manager as soon as reasonably practicable and provide the information and evidence reasonably required to confirm entitlement.

8. Bereaved Partner's Paternity Leave and related rights

- Eligible employees may have a separate statutory right to Bereaved Partner's Paternity Leave from 6 April 2026 where the child's primary carer dies in circumstances covered by the legislation.
- Employees may also have statutory rights to Parental Bereavement Leave and Pay in qualifying circumstances, including stillbirth after 24 weeks of pregnancy. Separate policies or HR guidance will apply.

9. Annual leave, contact and flexible working

- Annual leave will continue to accrue during statutory family leave in accordance with the law. Employees should discuss the timing of any annual leave before or after family leave with their manager.
- Trident may maintain reasonable contact with employees during family leave and employees are encouraged to discuss any support needs or return to work arrangements as early as possible.
- Employees may make a flexible working request in line with Trident's Flexible Working Policy. Any request will be considered on its own merits and in accordance with the statutory framework.

10. Health and safety, equality and support

- Trident will carry out pregnancy risk assessments where required and will consider appropriate temporary adjustments, suitable alternative work or other support measures where needed.
- This policy will be applied in a way that is consistent with Trident's equality obligations, including obligations under the Equality Act 2010. Employees who need support should speak to HR or their manager as early as possible.

11. Administration and review

- Employees should submit family leave notifications and supporting evidence to HR and their line manager within the applicable statutory timescales. Trident may ask for declarations or evidence where the statutory regime allows.
- Trident will review this policy regularly and may make reasonable updates to reflect legislative, regulatory or organisational changes. Where statutory rights change, the statutory position will prevail.

AUTHORISED AND SIGNED

SIGNED



Chris Conway
Director

Review: Annually
Date: 28/08/2026
Next Review: 28/08/2027

SIGNED



Martina Oyite
Chief People Officer

Review: Annually
Date: 28/08/2026
Next Review: 28/08/2027