
STATUTORY RULES OF NORTHERN IRELAND

2015 No. 93

The Shared Parental Leave Regulations (Northern Ireland) 2015

PART 3

ENTITLEMENT TO SHARED PARENTAL LEAVE (ADOPTION)

CHAPTER 1

Entitlement to leave – general

Adopter's notice of entitlement and intention to take shared parental leave

24.—(1) A must, not less than eight weeks before the start date of the first period of shared parental leave to be taken by A, give A's employer a written notice which contains the information specified in paragraph (2) and is accompanied by the declarations specified in paragraph (3).

(2) The specified information is—

- (a) A's name;
- (b) AP's name;
- (c) the date that A was notified of having been matched for adoption with C;
- (d) the date that C is expected to be placed for adoption with A and the date of the placement (except as provided for in paragraph (5));
- (e) the start and end dates of any period of statutory adoption leave taken or to be taken by A;
- (f) the total amount of shared parental leave available (in accordance with the regulation 22(1));
- (g) how much shared parental leave A and AP each intend to take;
- (h) an indication as to when A intends to take shared parental leave (including the start and end dates for each period of leave).

(3) The specified declarations are—

- (a) a declaration signed by A that—
 - (i) A satisfies, or will satisfy, the conditions in regulation 20(2);
 - (ii) the information given by A in the notice is accurate;
 - (iii) A will immediately inform A's employer if A ceases to care for C;
- (b) a declaration signed by AP—
 - (i) specifying AP's name, address, and national insurance number (or a declaration that AP does not have a national insurance number);
 - (ii) that AP satisfies, or will satisfy the conditions in regulation 20(3);
 - (iii) that AP is married to, or the civil partner or partner of, A;
 - (iv) that AP consents to the amount of leave which A intends to take (as set out in the notice for the purposes of paragraph (2)(g));

(v) that AP consents to A's employer processing the information in AP's declaration.

(4) The references to AP in paragraphs (2) and (3) are references to the individual who satisfies paragraph (3) of regulation 20.

(5) Where a notice is given under paragraph (1) before the date that C is placed for adoption, A must give the date of placement for adoption to A's employer as soon as reasonably practicable after the placement and, in any event, before the first period of shared parental leave to be taken by A.

(6) The indication in the notice provided in accordance with paragraph (2)(h) is non-binding and must not be treated as a period of leave notice unless otherwise indicated in the notice.