Policy subject: Parental Participation in Childcare Duties Support Policy	**Policy number:** **25**/P.D/2024	**Date of last revision:** 2024/11/15
Implementing body: Administrative Affairs Department	**Implementing start date:** 2024/11/20	**Policy reference:** Planning and Development Department

1.   Overview:

Palestine Ahliya University aims to support parents by promoting equal participation in childcare duties. This policy ensures that both male and female employees and students can balance work, study, and family responsibilities without facing discrimination or academic/professional setbacks.

2. Objectives:

- **Encourage Equal Participation:** Support both mothers and fathers in childcare.
- **Support Work-Life Balance:** Offer flexible arrangements for managing childcare with work or study.
- **Promote Gender Equality:** Eliminate gender barriers to caregiving.
- **Provide Flexibility:** Allow for flexible hours, leave, and accommodations.
- **Create a Supportive Environment:** Offer resources for parents balancing childcare and academic or professional duties.

3.   Scope:

Applies to all employees and students with childcare responsibilities, including both mothers and fathers, across all University departments.

4. Statements:

- **Commitment to Shared Parenting:** The University supports equal participation in childcare, regardless of gender.
- **Parental Leave:** Both parents are entitled to paid or unpaid leave after childbirth or adoption.
- **Flexible Working/Study:** Employees and students can request flexible schedules, remote work, or extended deadlines.
- **Non-Discrimination:** No parent will face discrimination for taking part in childcare.
- **Childcare Services:** The University is exploring on-campus childcare options or local partnerships.

5. Procedures:

1. **Parental Leave:**

- o **Eligibility:** Available to both parents after birth or adoption.
- o **Notification:** Employees and students must inform their department in advance.
- o **Leave Options:** Full-time or part-time leave with the possibility of extension.

2. **Flexible Arrangements:**
   - o **Work/Study Adjustments:** Employees and students can request flexible schedules or remote work.
   - o **Support for Online Learning:** Remote work and online learning options are encouraged for those with childcare duties.

3. **Support Resources:**
   - o **Childcare Facilities:** The University may offer on-campus childcare or partnerships with local providers.
   - o **Parenting Programs:** Workshops and counseling to support work-life balance and stress management.

4. **Equal Participation & Non-Discrimination:**
   - o **Monitor Discrimination:** The University ensures both parents are equally supported.
   - o **Supportive Culture:** Parents are encouraged to engage in childcare without fear of judgment.

5. **Feedback and Review:**
   - o **Feedback:** Employees and students can provide input to improve the policy.
   - o **Policy Review:** The University will regularly update this policy to meet changing needs.

Key Performance Indicators (KPIs):

1.	Number of Employees Participating in Work-Family Balance Programs