

Parental Leave Policy

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1. Introduction

This Parental Leave Policy (the “Policy”) applies to productions affiliated with The Walt Disney Company Ltd. in the UK (collectively the “Production”).

The Policy applies to all cast and crew directly employed by the Production regardless of age, disability, race, ethnicity, religion or belief, sex, gender identity, gender expression or sexual orientation, whether married, in a civil partnership, pregnant or on maternity. It does not apply to loanouts, agency workers, self-employed contractors, consultants, volunteers, or those partaking in work experience.

The Policy does not form part of the Production’s Deal Memo or any other contractual terms, and we may amend it at any time.

Any information you provide to us about your health will be processed lawfully and in accordance with the Production’s Cast and Crew Data Protection Notice.

Parents have the statutory right to take periods of unpaid parental leave to look after their child’s welfare.

2. Eligibility

You must be directly engaged¹ by the Production and have been engaged for a minimum of 1 year at the time of the request.

If you are a biological parent, have formal parental responsibility for a child, or you are a step-parent with parental responsibility for the child, you have the right to parental leave.

You are not eligible to take parental leave if you are a foster parent unless you have secured parental responsibility through the courts. This is because legal parental responsibility lies elsewhere.

We may ask to see evidence of your responsibility or expected responsibility for the child, such as a birth certificate, adoption or matching certificate, parental responsibility agreement or court order.

¹ For the purpose of this Policy, “engaged” refers to those who are directly employed by the Production as PAYE.

You can use parental leave for any reason connected to your child/children, such as ill health, childcare or to spend some family time together.

3. Length of leave

You can take up to 18 weeks' leave for each child, up to their 18th birthday. The maximum amount of parental leave you can take is 4 weeks per year, per child. For this Policy, a year runs your work anniversary date to the next work anniversary date.

You must take parental leave in blocks of weeks, unless your child qualifies for disability allowances or has a disability. In this case, you can take shorter periods of leave.

4. Your pay and pension

Parental leave is unpaid.

If applicable, the Production will continue to pay your employer pension contributions. Your personal contribution will continue as normal if you have enough earnings to cover the period.

5. How to apply

You must ensure you discuss and agree on the dates of your parental leave with your Supervisor.² You must then let the Production office and Production Accounts know of your intention to take parental leave giving at least 21 days' notice.

We may discuss alternative dates with you or ask you to postpone your parental leave for up to 6 months if your leave would cause severe disruption to the Production. You also retain the right to cancel your request.

You are able to add parental leave onto the beginning or end of annual leave, or immediately after Maternity, Paternity, Shared Parental or Adoption Leave.

² For the use of this Policy, the Supervisor is the person you report into regardless of their title.