



Scenarios to Consider When Planning Your Maternity / Parental Leave

Scenario 1:

Your due date is early in first semester and you are considering starting your maternity leave (for the person who gave birth) at the start of the school year.

Things to consider in this scenario:

- You are entitled to take sick leave from the start of the school year up until the start of your leave if you are medically unable to work
- By working 11 school days in the school year, you will add an 'eligible year worked' towards your 85 factor with your pension plan
- Sick days count as part of the 11 school days worked for an 'eligible year worked' towards your 85 factor with your pension plan

Scenario 2:

Your child arrived during the summer and you are considering starting your parental leave (for a person who did not give birth) at the start of the school year.

Things to consider in this scenario:

- By working 11 school days in the school year, you will add an 'eligible year worked' towards your 85 factor with your pension plan
- Sick days count as part of the 11 school days worked for an 'eligible year worked' towards your 85 factor with your pension plan

Scenario 3:

Your maternity / parental leave is slated to end mid-semester. You would prefer to return to work at the start of a semester, instead of returning in the middle of one.

Things to consider in this scenario:

Option 1 – Return early from your leave

- When completing your HR001 application for leave, it is recommended that you apply for the maximum amount of maternity / parental leave that you are entitled to as the board will cover their portion of your benefits plan for up to 18 months of a maternity / parental leave absence (it is easier to shorten a maternity / parental leave after-the-fact than it is to extend it)
- If you wish to return earlier from your leave than what was approved on the HR001 application for leave, you must provide at least 4 weeks' notice in writing to the board
- If you were receiving EI benefits they will end upon your return to work, even if you were still eligible for additional weeks of EI benefits
- You cannot return to work and then take another parental leave for the same child; even if you did not use the full amount of leave / EI benefits that you were entitled to

Option 2 – The start of a new semester begins in between the 12th and 18th month of your leave

- When completing your HR001 application for leave, use the 18 month leave option as the board will cover their portion of your benefits plan for up to 18 months of a maternity / parental leave absence
- When completing your EI benefits application, consider selecting the ‘Standard Parental Benefits’ (12 months) option – your leave under the Ontario Employment Standards Act does not have to match the length of the EI parental benefits that you select
 - In selecting the 12 month option, you will be paid the full amount of EI benefits that you are entitled to, but will need to budget/save accordingly for months 13/14/15/16/17/18 as you would not receive EI benefits during that time.
 - If you were to select the ‘Extended Parental Benefits’ (18 months) option, but choose to return at month 13/14/15/16/17, you will not receive the full amount of EI benefits that you are entitled to – the EI benefits would end upon your return, and there is no ‘true-up’ for any outstanding weeks of EI benefits that you did not access.

Option 3 – The start of a new semester begins after the 18th month of your leave

- Apply for an extended parental leave which is provided as part of our Collective Agreement (see ‘Extended Parental Leave’ on d18teachers.ca for more information)