

**MATERNITY LEAVE
NOTIFICATION OF EARLY RETURN TO WORK FOLLOWING MATERNITY LEAVE**

This form can be completed and submitted to your line manager (for forward transmission to the Employee Service Centre representative) 56 days prior to your return date if you intend returning to work **before** the end of your 52 week maternity leave period. Please note that there is a compulsory 2 week maternity leave period following the birth which you must take.

Employee Details

Name		Service	
		Employee No	
Address		Designation	
		Employment Location	

Maternity Details

In accordance with the conditions of the Council's Maternity Provisions, I hereby give 56 day's notice that I wish to return to work before the end of my 52 week maternity leave period.

I will return to work on _____.

Please Note: The date given above should be your date of return from maternity leave and should not be inclusive of any annual leave you intend to take immediately following your maternity leave, before you physically return to work.

Signed _____ Date _____