

## **Istanbul Topkapı University Maternity Policy**

Istanbul Topkapı University is committed to providing a working and learning environment that prioritises the health and well-being of its female staff and students, implementing a policy that protects and supports maternity rights. This policy aims to maintain a balance between the health, work and study lives of women during pregnancy, childbirth and the postnatal period. Our university provides an inclusive and supportive environment tailored to the needs of all individuals going through the maternity process, ensuring the necessary conditions for female employees and students to maintain both their professional and personal lives.

### **Core Values**

The Maternity Policy of Istanbul Topkapı University is based on the following fundamental values:

1. **Health and Wellbeing:** The physical and mental health of women during pregnancy is prioritised. The university implements regulations that support the health and wellbeing of individuals during this period.
2. **Work-Life Balance:** Our university, which views motherhood as a natural part of professional and academic life, implements arrangements such as flexible working hours and remote working options to help mothers achieve a work-life balance.
3. **Inclusivity and Support:** Our university adopts an inclusive and supportive approach towards mothers and pregnant women, working to ensure they do not experience any disadvantages in their professional lives or education.
4. **Awareness and Education:** Informative training sessions are organised across the university to raise awareness about the physical, emotional and social processes associated with motherhood.
5. **Gender Equality:** Measures based on the principle of gender equality are taken to ensure that women do not fall behind in their career development or education during motherhood.

### **Maternity Policy Strategies**

Istanbul Topkapı University implements the following maternity policy strategies for female employees and students:

1. **Maternity and Paternity Leave:** Female employees are granted flexible working hours for health check-ups during pregnancy, and statutory leave periods before and after childbirth are fully implemented. Upon completion of maternity leave, mothers are offered flexible return-to-work plans.
2. **Flexible Working Hours and Remote Working:** Pregnant employees and new mothers are offered flexible working hours and remote working options to help them

balance their workload. This enables them to continue their professional development while also fulfilling their maternal responsibilities.

3. **Breastfeeding and Baby Care Facilities:** University campuses provide safe and hygienic areas where new mothers can breastfeed their babies and care for them.
4. **Health Services:** The university's health units provide necessary health services to female staff and students during pregnancy and the postnatal period. Health counselling services are also provided for mothers.
5. **Paternity Leave and Support for Fathers:** Parental leave and parenting support are provided to fathers as well as mothers, thereby promoting gender equality. Families are encouraged to create an environment where parental responsibilities are shared.
6. **Return-to-Work and Reintegration Process:** Women employees and students returning from maternity leave receive additional support to help them adapt to their academic and professional lives. Managers develop supportive strategies to facilitate the return process for employees.
7. **Programmes to Raise Awareness:** Awareness-raising events and educational programmes on motherhood and parenting are organised across the campus. Informative content is shared about the challenges of pregnancy and the postnatal period.

## Objectives

The objectives of Istanbul Topkapı University's Maternity Policy are as follows:

1. **Work-Life Balance:** The full implementation of flexible working arrangements and leave entitlements that facilitate work-life balance for pregnant employees and new mothers.
2. **Expanding Breastfeeding Facilities:** Increasing the number of breastfeeding and baby care areas across the campus and raising awareness about the use of these areas.
3. **Programmes Supporting Female Employees and Students:** Developing counselling and training programmes that support the personal and professional development of female employees and students during pregnancy and the postnatal period.
4. **Awareness Raising:** Organising informative campaigns to raise awareness across the campus about the needs of women during motherhood and to ensure that members of the community support these processes.
5. **Gender Equality:** To ensure that women in the process of motherhood at our university do not fall behind in their career development and academic progress, by promoting policies that encourage gender equality.

Istanbul Topkapı University, through its maternity policy, aims to ensure that its female employees and students can continue their work and education lives in a healthy environment, minimise the difficulties encountered during the maternity process, and provide support mechanisms tailored to their needs. Our university is committed to the effective implementation and continuous improvement of this policy.