

Work-life balance and support for the families – policies, measures and best practices

University of Warsaw

Work-life balance policy, measures/tools	Description
<p>Organisational support (e.g. family friendly hours of formal meetings, flexible working arrangements, friendly time-schedules, reduction of teaching and administrative duties, support to research projects/administrative duties)</p>	<p>There are no university-wide regulations but many faculties and units introduced measures supporting working parents such as:</p> <ul style="list-style-type: none"> • flexible working arrangements (e.g. hybrid work of administrative staff, online teaching (academics), combining parental leave - reducing its duration to 50%) with part-time work) • taking into account the needs of academics who are parents when planning the number and schedule of teaching hours • gatherings and meetings of collegiate bodies organized mornings or in time enabling reconciliation of professional and family life
<p>Infrastructure (e.g. nursery, kindergarten, co-working space work'n'kid, day-care points, accommodation for family members in dormitory)</p>	<p>Nursery (7 months – 3 years) of employees and Ph.D. students of UW</p> <p>Kindergarten run the external entity at the UW premises (priority for the kids of employees, students and Ph.D. students of UW)</p> <p>Co-working Space Work'n'Kid in some of UW's buildings (UW Library, most of the new buildings)</p> <p>Nursing/changing diapers spaces (in some buildings)</p>
<p>Financial support (e.g. allowances for family members, subsidies/co-financing of recreation/holidays for family members, subsidies/co-financing of child care, care for elderly or disabled family members, scientific internships and visits - covering/co-financing the stay for family members)</p>	<p>Childcare grant an employee of the UW may apply for a childbirth grant due to the birth of a child/children, provided that the birth took place during the period of employment at the University.</p> <p>Education voucher an employee's child may receive an education voucher from the Employee Benefit Fund. The benefit is granted to children between 6 and 19 years of age.</p> <p>Children of UW employees can also apply for:</p>

	<ul style="list-style-type: none"> • co-financing of holidays in one of the UW owned resort • co-financing for organized holidays purchased individually • accommodation of a Faculty Residence Hall with a spouse or a child • the offer of the Sports and Recreation Centre • social allowances - non-refundable financial aid
<p>Taking into account caring responsibilities in the assessment of scientific achievements</p>	<p>The academics' periodic assessment is extended by the period of absence of an academic teacher from work resulting from being on maternity or paternity leave</p> <p>Taking into account caring responsibilities in the assessment of scientific achievements</p>
<p>Grants and competitions for researchers who are young parents</p>	<p>Support for researchers who are young parents – competition under IDUB (Excellence Initiative – Research University (2020-2026). In the spring 2022 UW organized a call for research projects directed specifically to parents returning to scientific activity after a child care leave. The aim was to provide equal opportunities for women and men whose scientific careers have slowed down due to family obligations (12 applications received funding for the amount of ca. 153.000 euro). The next editions of this competition will be organized in 2023.</p>
<p>Research on the situation/needs of those who have caring obligations</p>	<p>Research project: Being a parent at UW 2022-2023</p> <p>The study which has been launched at the beginning of October 2022 is directed to students, PhD students, as well as people working in research, teaching and administration at the University. The methodology includes group interviews, a university-wide survey and analysis of documents, practices and activities undertaken by the units in the area of support for parents and people with care obligations. The study will include an analysis of, among others:</p> <ul style="list-style-type: none"> • experience of barriers and difficulties in combining work, student and family life, • ideas and good practices, • organizational culture and atmosphere around parenting at the university, • regulations and practices at UW units related to reconciliation of professional and family life.

	<p>The outcome of the research: preparation of recommendations addressing the problems and needs signalled in the study, increase of the visibility of caring responsibilities, possibility of implementing practical measures in the area of work-life balance.</p> <p>Research project Equality at UW 2017-2019 - a university-wide multi-methods research which was conducted among students and employees of the UW. The aim of the study was to analyse the perceived prevalence of various forms of unequal treatment on the basis of gender. The study looked at the types of unequal treatment, their frequency, situational context, responses to them, and perceived institutional norms. The research team also aimed to investigate the links between unequal treatment and mental well-being and well-being in the workplace.</p>
<p>Indicators and data collection (e.g. statistics on childcare social allowances for parents and their children – by sex, numbers of staff by sex applying for/taking different kinds of childcare leave, for how long and how many returned after taking the leave, number of absence days taken by women and men and according to absence motive, career progression after a break related to childcare)</p>	<ul style="list-style-type: none"> ● statistics on work-life balance training and courses for administration and academics, ● statistics on all kinds of childcare leave among UW employees, ● statistics on social scholarship, doctoral scholarship for parents (students and doctoral students), ● statistics on childcare social allowances for parents and their children, ● information on the child friendly infrastructure (changing tables, rooms adapted to work with children etc.), ● research project Being a parent at UW 2022-2023 - new data on internal regulations (all units) are collected, qualitative and quantitative data on experiences and ideas on WLB
<p>Psychological, legal support</p>	<p>UW provides free psychological and legal support for those who are working and studying at UW:</p> <p>Psychological Help Centre Academic Ombudsmen Academic Legal Clinic University Law Clinic</p>
<p>Training and workshops related to work-life balance</p>	<p>Variety of training and courses on work-life balance (different target groups: academics, researchers and administration): assertiveness, assertive communication, mindfulness, productivity and management</p>

	with respect of equality and wlb, conflict resolution, managing stress and emotions
Events for family (e.g. summer camps, picnics, meetings)	Family picnics and occasional events for families and children
Information and promotion on work-life balance policy and measures (e.g. publications, campaigns, compilation of information on parenthood and work-life balance, compilation of good practices)	As a result of the cooperation with the Human Resources Office, the useful tab was added to the Employment Handbook website, where all necessary information about employment at UW can be found (e.g. leave policy, benefits and allowances related to parenthood, psychological and legal support available at UW: https://bsp.adm.uw.edu.pl/en/useful-information-in-the-employment-process/ One of the tab of an equality website is dedicated solely to parthood. It gathers all necessary information about the rules and procedures, infrastructure but also about researches, statistics, publications and best practices in the WLB area: https://rownowazni.uw.edu.pl/rodzicielstwo/ Compilation of all crucial information on parenthood - legal provisions, best practices and statistics (international, national, UW level)
Establishing office, appointing person(s) in charge of work-life balance and support for the families	HR office is responsible for overall policy regarding i.a.: leaves, personal matters, training) An equal opportunity chief specialist in cooperation with relevant offices (such as the Human Resources Office and the Social Support Office) gathers and disseminates information on WLB, coordinates research on needs of parents working and studying at UW.
Other	Possibility to make a formal complaint based on the antidiscrimination procedure (e.g. in case of discrimination based on parenthood/family status)