



## Inclusive Recruitment Recommendations (Childcare friendly)

### Inclusive Recruitment

Inclusive recruitment gives employers the widest reach to a pool of talented candidates.

The ability of employers to be flexible and inclusive of their employees' life situations helps retain their best talent and save on training costs for new starters. Childcare-friendly recruitment and employment practice is an excellent way to get, and keep, the best talent.

**Recruiting inclusively:** Recruitment platforms should be designed to promote a culture of diversity and inclusion. This should be demonstrated in the use of words and questions asked. Recruitment processes that ask applicants of their child care responsibility without giving further reasons or explanations create uncertainty and could lead to hesitation or withdrawal of applicants who have childcare responsibilities.

### Benefits of employing inclusively

**Improves Productivity:** Studies show that diverse workplaces are creative and productive.

**Fosters Loyalty:** Paid maternity or paternity leave signals a flexible attitude to the challenges of life, fosters loyalty and helps staff retention.

**Boosts Staff Retention:** Paid maternity and paternity leave also makes organisations more appealing to an increasingly diverse workforce, making it easier to retain good, loyal staff

**Talent Attraction:** By offering enhanced parental leave, companies are able to attract prospective employees who want to build a career with a company that will support them.



Nottingham  
Women's Centre

come on in

30 Chaucer Street, Nottingham, NG1 5LP  
☎ 0115 9411475 ↗ [nottinghamwomenscentre.com](http://nottinghamwomenscentre.com)

    @nottswomenscent



**Boosts Staff Morale:** [Studies](#) have shown that family friendly policies and practices has a positive impact on morale. Positive and engaged staff are important key performance indicators.

## **What companies need to offer staff**

**Flexible working:** Flexible working enables employees to have good work life balance, whilst working efficiently. Employers are encouraged to adopt flexible working options e.g. term-time working; compressed hours, job share split shifts, annualised hours, breaks for school run, TOIL, remote or hybrid working options.

**Holidays:** Employers are encouraged to offer flexible holiday arrangements. Holidays claimable in hours (not days) across the year work best can work well. Flexible holiday arrangements enable parents/carers to cater for and plan towards any childcare need, particularly because childcare services are often charged in hours.

**Emergency holiday:** should be made available where possible. Employers are encouraged to adopt a carry over, buy or sell annual leave policy scheme. This increases flexibility and enables parents/carers to respond to medical emergencies.

**Paternity Leave:** Paternity leave helps share childcare responsibility between parents/carers enabling better engagement with work.

**Policies and resources:** Employers are advised to provide and implement childcare policies within the workplace. Childcare policies should contain information and guidance on childcare support available. Human Resources (HR) staff should be regularly trained in dealing with requests by employees relating to childcare. They should be equipped to signpost employees to the Families Information Services (FIS) for advice on a variety of services available to parents, family life and childcare. Recruitment processes for new employees should include details of childcare funding support and services available. Large employers are encouraged to provide onsite nurseries and childcare vouchers for employees.



**Nottingham  
Women's Centre**

come on in

30 Chaucer Street, Nottingham, NG1 5LP  
☎ 0115 9411475 ↗ [nottinghamwomenscentre.com](http://nottinghamwomenscentre.com)

    @nottswomenscent



If steps have been made to make the workplace more inclusive of those with childcare responsibilities, this should be included in the job posting. The use of phrases such as “family friendly”, “employee nursery provided”, and “childcare concessions can be arranged” will attract a wider demographic to your vacancy.

Soft skills gained from caring for children should be recognised as transferable skills in applicable job roles. Maternity leave should not be considered as employment gaps.

### **Resources & Links**

Nottingham City Council: funding and support for families:

[https://www.asklion.co.uk/kb5/nottingham/directory/landing.page?directorychannel=3\\_1](https://www.asklion.co.uk/kb5/nottingham/directory/landing.page?directorychannel=3_1)

[Nottinghamshire County Council: Funding and support for families](https://www.nottshelpyourself.org.uk/kb5/nottinghamshire/directory/parent_zone.page)

[https://www.nottshelpyourself.org.uk/kb5/nottinghamshire/directory/parent\\_zone.page](https://www.nottshelpyourself.org.uk/kb5/nottinghamshire/directory/parent_zone.page)

Building Better Opportunities: Guides to Inclusive Recruitment

<https://bbo-d2n2.org.uk/resources/rtresources/>

Working Families UK: [https://workingfamilies.org.uk/news/top-employers\\_2021/](https://workingfamilies.org.uk/news/top-employers_2021/)



**Nottingham  
Women's Centre**

come on in

30 Chaucer Street, Nottingham, NG1 5LP  
☎ 0115 9411475 ↗ [nottinghamwomenscentre.com](https://www.nottinghamwomenscentre.com)

    @nottswomenscent