

# Maternity leave regulations for pregnant and breast-feeding students

Last updated: 25.11.2019

Dear students,

German maternity leave legislation (Mutterschutzgesetz) has long applied to students at universities and other institutions of higher education. This legislation serves to protect the health of both mother and child in a university context during pregnancy, after birth and during the breast feeding period. The provisions of the legislation enable students to continue their studies during these periods in such a way which does not constitute a threat to their health or that of their child. It also seeks to counter disadvantages resulting from pregnancy, birth and breast feeding.

To enable the university to undertake the steps requisite to ensuring the protection of mothers, we rely upon pregnant and breast feeding students to notify the university of their status. Nevertheless, this does not represent a statutory requirement and you can also choose the point at which you provide this information. The university undertakes to process all personal data in accordance with the specifications of the applicable data protection legislation and will only pass on this information to the persons who need the information in order to take the necessary steps.

All information (communicated in person, in writing or in digital form) pertaining to a pregnancy (and the estimated delivery date e.g. via a copy of the mother's pass) or the breast feeding period is to be submitted to:

**The office of student affairs and examinations**  
**Wartenau 15, Room 01, 22089 Hamburg**  
**[hfbk-studverw@hfbk.hamburg.de](mailto:hfbk-studverw@hfbk.hamburg.de)**

A risk assessment will be drawn up in order to protect you and your unborn child from certain potential dangers. The provisions of the relevant legislation require that the Hamburg Government Health and Safety Representative (Fachkraft für Arbeitssicherheit und das Amt für Arbeitsschutz der Freien und Hansestadt Hamburg) is informed of your pregnancy or breast feeding period. Any necessary protective measures resulting from the risk assessment are to be determined on a case-by-case basis.

The student is to be prohibited from participating in their studies in the following cases:

- Given contact with hazardous materials, the development of considerable noise, extreme temperatures or excess pressure etc.
- If the pregnant or breast feeding student is required to perform heavy labour such as lifting weights (regular lifting of 5 kg or occasional 10 kg) or is subject to periods of low-movement standing for more than four hours (from the fifth month of pregnancy) or regular and considerable stretching, bending or long term squatting etc.

The university is also required to provide pregnant and breast feeding students with the opportunity for rest and pauses. Room K18 in the Lerchenfeld building has been assigned for this purpose. The university is not permitted to allow pregnant or breast feeding students to study during the following periods:

- During the last 6 weeks before the delivery date
- 8 or 12 weeks (the statutory maternity leave period) after delivery
- During pregnancy and the breast feeding period between 20.00 and 6.00 (until 22.00 at the latest)
- On Sundays and public holidays

Unless they specifically state that they wish to do so.

Students may revoke this declaration at any time without specifying reasons.

Should you have any questions or problems or wish to make suggestions, do not hesitate to contact us.

# Notification of a pregnancy and statement covering the periods of statutory maternity leave as established by German maternity leave legislation

**HFBK**  
Hamburg

Last updated: 25.11.2019

Surname: \_\_\_\_\_

Forename: \_\_\_\_\_

e-mail: \_\_\_\_\_

## Declaration

Pregnancy      Estimated date of delivery: \_\_\_\_\_

Breast feeding period

Name of class professor: \_\_\_\_\_

In order to be able to conduct a risk assessment and develop the necessary protective measures, the HFBK will inform your class professor and the workshop manager of the workshops which you state as using during your pregnancy or breast feeding period, about your pregnancy/breast feeding period and the results of the risk assessment.

To be able to use the Mother and Child room (K18 Le) I agree that Ingrid Jäger is to be informed of the fact of my pregnancy or breast feeding period. This consent is provided voluntarily and can be withdrawn at any point without the need to specify grounds.

Yes       No

The HFBK recommends that you also inform the teachers of the other classes which you attend of your pregnancy or breast feeding period.

## Consent to participate in studies

I hereby declare that I wish to participate in my studies during the statutory maternity leave period:

6 weeks before delivery

8 weeks before delivery

6 weeks before and 8 weeks after the date of delivery

## Waiver declaration of statutory maternity leave

During pregnancy and the breast feeding period, I am prepared and willing to

Participate in study until 22.00

Participate in study on Sundays and public holidays

Please note: In the event of premature birth, multiple births and cases in which a disability of the new-born child as defined by § 2 section 1 sentence 1 Neunten Buches Sozialgesetzbuch is diagnosed by a doctor within eight weeks of delivery, the period of maternity leave will amount to 12 weeks after delivery. Should either a risk assessment performed in accordance with § 10 MuSchG or a medical certificate issued in accordance with § 16 MuSchG result in a partial or complete prohibition to study, this outcome will render the waiver declaration ineffective as protection for both yourself and/or your child. You can revoke this declaration in writing at any time.

Hamburg, date \_\_\_\_\_

Signature: \_\_\_\_\_