

Information on maternity protection for pregnant and nursing students at Kiel University

With the coming into effect of the Maternity Protection Act (Mutterschutzgesetz, MuSchG) on 01.01.2018, the special protection afforded to mothers at work, during education and training by the act now also directly applies to students and trainees at Kiel University during pregnancy, after giving birth, and while nursing. Consequently, students and trainees can now directly invoke the provisions of the Maternity Protection Act, insofar as Kiel University prescribes the place, time and procedure of the events (in particular examinations, examination prerequisites and courses with compulsory attendance), or while completing compulsory work experience as part of their studies.

- In particular, this information is intended to highlight potential risks for mother and child which could arise during the course of studies. In order to exclude such risks for themselves and their child, students and trainees should inform Student Admission and Registry as well as their lecturer or trainee supervisor about their pregnancy or that they are nursing (see 1. below).
- After notification of the pregnancy has been received, a risk assessment will be performed and the results made known to the student or trainee.
- Where necessary, appropriate protective measures will then be taken, another workspace or other working hours allocated, or a ban issued on participating in compulsory courses. To the extent responsibly possible, the continuation of studies should be enabled, and any disadvantages avoided.

Students from **medical degree programmes** please also note the special instructions of the Faculty of Medicine: <http://www.medizin.uni-kiel.de/de/studium/medizin/schwanger-im-studium>

The provisions of the Maternity Protection Act concern in particular:

1. Activities and working conditions with particular stress or risks for mother and child

During their studies or work experience, pregnant or nursing women may be exposed to hazardous substances, biological agents, radiation (artificial optical radiation, x-rays, radioactive materials), physical agents (e.g. heat, cold, noise), medicines / cytostatics, potentially infectious substances e.g. blood, bodily secretions, as well as hazardous working and/or studying conditions, which may pose an unreasonable risk to mother and child. These types of risks may be present primarily - but not exclusively - during activities in chemical, biological, physical, technical and chemical-clinical laboratories, or in the hospital environment.

A safety briefing therefore takes place before all events where such risks may be present.

The relevant teaching staff is responsible for checking for potential dangers to a pregnant or nursing woman or the child. On the basis of this check, they must decide which protective measures should be taken, or if an alternative work area can be assigned. If the unreasonable risk cannot be excluded by means of protective measures, or through the reorganisation of working or studying conditions, the relevant activity may no longer be carried out. Pregnant and nursing women may not engage in any activities - or be exposed to any working or studying conditions - which pose an unreasonable risk to them or their child, in accordance with Sections 9, 11 and 12 of the MuSchG.

In order to exclude such a risk, the student/trainee should inform Student Admission and Registry as well as their lecturer or trainee supervisor that they are pregnant or nursing as soon as possible - it is in their own best interests! To inform Student Admission and Registry, please use the form "Notification of a pregnancy or nursing period for students" (the form is available at:

<http://www.studium.uni-kiel.de/de/studium-organisieren/studienangelegenheiten/schwangerschaft-stillzeit>).

It is only through this notification that decisions can be made on time regarding any necessary protective measures, or reorganisation of working or studying conditions, in order to exclude risks to the pregnant or nursing woman and the (unborn) child.

In addition, every student or trainee who is pregnant or nursing a child should inform themselves about potential risks to them and their child before participating in any course or work experience.

If their studies are temporarily interrupted, or if some events or work experiences cannot be attended or completed, then students and trainees should

- inform the relevant contact person in their department as soon as possible, in particular to address issues of further planning of studies and possible deadline extensions or alternative achievements (in accordance with Section 12 a of the Examination Procedure Regulations (PVO)), and
- if necessary, apply for a leave semester with Student Admission and Registry. Further information is available at: <http://www.studium.uni-kiel.de/de/studium-organisieren/studienangelegenheiten/beurlaubung>

2. Protection periods before and after childbirth:

Pregnant students may not work during the last 6 weeks before giving birth (including, for example, no attendance at compulsory lectures), unless they expressly declare that they wish to do so. Also, students may only participate in university activities if they explicitly request to do so during the first 8 weeks after the birth (12 weeks for premature and multiple births, and for a disabled child according to Section 3 (2) no. 3 of the MuSchG).

Therefore, if attendance is planned at compulsory lectures, work experience or examinations which take place during the protection periods, it must be explicitly stated that this is desired in spite of these protection periods. This declaration must be submitted on time to the respective teaching staff. If registration for examinations takes place online via the CAU portal, such a declaration is automatically requested prior to the registration being processed. In all other cases, please use the form "Declaration of consent to performance/event participation" (<http://www.studium.uni-kiel.de/de/studium-organisieren/studienangelegenheiten/schwangerschaft-stillzeit>).

However, this declaration and/or the request to participate during the protection periods can be revoked at any time, by notifying the responsible teaching staff and the Examination Offices.

3. Overtime, night shifts, work on Sundays and public holidays, working from home

In addition, Section 4 et seqq. of the MuSchG contain prohibitions and restrictions for the protection of pregnant and nursing students and trainees, including, for example, regarding rest periods, lectures after 8pm or those on Sundays and public holidays.

If, for instance, students who are pregnant or subsequently nursing wish to take part in examinations or events after 8pm or on Sundays and public holidays, they must also explicitly request to do so

(prohibition of night shifts/ work on Sundays and public holidays, Sections 4 (3) and 5 (2) of the MuSchG). This declaration is also made using the form referred to in point 2. above, and may be revoked at any time.

Contacts for notifying a pregnancy / nursing period at Kiel University:

- Referat Studierendenservice - Student Admission and Registry
Tel.: +49 (0)4537 880 - 4840; e-mail: studservice@uv.uni-kiel.de
Postal address: Christian-Albrechts-Universität zu Kiel, Studierendenservice, 24098 Kiel
Address for Visitors: Christian-Albrechts-Platz 4, 24118 Kiel (ground floor of the tower building)
- Officer for Diversity:
Christian-Albrechts-Platz 4, Room 1410, Tel.: +49 (0)431 880 -7000, e-mail: diversitaetsbeauftragte@email.uni-kiel.de
- Family Service:
Christian-Albrechts-Platz 4, Room 1411, 24118 Kiel, Tel.: 2019, e-mail: familienservice@gb.uni-kiel.de
- Advisory services by ASTA for students with children
Physikzentrum in der Leibnizstr. 13/15, Tel.: +49 431 880-2648, Tel.: +49 (0)431 880 -5032, e-mail: studimitkind@asta.uni-kiel.de

Resting or quiet rooms for pregnant and nursing women at Kiel University

Room 707a in the tower building at Christian-Albrechts-Platz 4 is a quiet room where pregnant or nursing women can rest. You can ask the Dean's Office or Examination Offices about additional quiet rooms.

More information about maternity protection:

- The Maternity Protection Act (Mutterschutzgesetz, MuSchG):

http://www.bgbl.de/xaver/bgbl/start.xav?startbk=Bundesanzeiger_BGBl&jumpTo=bgbl117s1228.pdf

- Guideline on maternity protection (Bundesministeriums für Familie, Senioren, Frauen und Jugend):

<https://www.bmfsfj.de/bmfsfj/service/publikationen/leitfaden-zum-mutterschutz/73756>

- Guidelines on compensation for disadvantages, substitute and equivalent achievements can be found here <https://www.familienservice.uni-kiel.de/de/studium/studierende>