

BECOMING A MENOPAUSE FRIENDLY WORKPLACE ORGANISATIONS



STEP 1 Break the Taboo!

- Open up conversation about Menopause
 - Hold workshops/webinars or post articles on a workplace intranet
 - Place flyers or posters on notice boards or in washrooms listing key symptoms
- Train all managers, supervisors and other team members how to spot the signs that an employee may be affected at work by their menopause symptoms
- Appoint Menopause Champions and make them publicly known to all staff as trusted confidants
- Bring men into the conversation... this affects them too!

STEP 2 Health, Safety & Environmental considerations

- Monitor the temperature and ventilation in the workplace
- Consider the weight, style and fabric of the organisation's uniform. Man-made fibres can aggravate symptoms of hot flushes or skin irritation. Are alternatives available?
- Ensure easy access to cold drinking water
- Ensure toilet and washroom facilities are easily accessible and make sanitary products available.

STEP 3 Policy & Legislation

- If or when you have a Menopause Policy, make it public!
- Menopause is not currently a protected characteristic like Pregnancy, Maternity, Sex etc. however it is covered in the Equality Act 2010 under 3 areas
 - Age
 - Sex
 - Disability
- Industrial Tribunal cases citing Menopause are on the rise, so it is within every organisations interest to become more menopause friendly workplace.



Manager guide

- Hold regular check-ins with employees that focus on wellbeing as well as performance
- Confidently have difficult conversations
- Not make assumptions or judgement
- Build good working relationships
- Understand menopause and how it can affect employees at work
- Spot changes in behaviour or performance
- Know the support and possible adjustments that may be appropriate
- Know the company's menopause policies and procedures
- Be ready to signpost to internal and external support
- Carefully manage changes in absence and performance

If an employees performance or behaviour is becoming noticeably different but they do not approach their line manager first to discuss any issues, Line Managers should ensure conversation is opened up sensitively and never ask directly if a woman is menopausal.