

Paid Parental Leave Policy¹

As of January 1, 2023, the Cleveland Guardians will offer new paid maternity and parental leave benefits to support full-time employees (“**FT Employees**”) who welcome children by birth or adoption.²

Together, the new benefits provide birth mothers up to 12 weeks and non-birthing parents up to 6 weeks of paid time off.

Summary Table³

	Paid Maternity (Childbirth) Leave	Paid Bonding Leave
Who will use the paid leave?	Birthing Parent	New Parent (including Birthing Parent)
What is the purpose?	Physical recovery from childbirth	Bonding with a new child
How long is the paid leave?	Up to 6 weeks	Up to 6 weeks <i>* Birthing Parents are eligible for both Paid Maternity (Childbirth) Leave and Paid Bonding Leave for a total of 12 weeks of paid leave</i>
When is the paid leave available to use?	Immediately following childbirth	Within 12 months of the birth or placement for adoption (with timing subject to supervisor and Human Resources approval)
How often may the leave be used	With each birth	With each birth or adoption
When does eligibility begin	Upon hire	After 6 months of employment. (Can be a combination of Part-time and Full-time employment, but employee must be full-time when taking the leave)
Who is eligible for the paid leave?	Full-Time Employees	Full-Time Employees

¹ This policy governs **paid** parental leave. It is not intended to limit the total amount of leave to which an employee is entitled under the FMLA. As stated herein, any paid leave taken pursuant to this section will be considered part of FMLA leave.

² The Club will assess, on a case-by-case basis, applicability of this Policy to FT Employees who welcome children by foster care or guardianship.

³ As clarified by definitions, details, and qualifications set forth within this Policy.

Definitions

A “**Birthing Parent**” is an FT Employee who gives birth.

A “**New Parent**” is a FT Employee who welcomes a new child by birth or adoption.

Paid Maternity (Childbirth) Leave

The Paid Maternity (Childbirth) Leave benefit addresses the medical need for physical recovery from childbirth. A Birthing Parent may receive up to six (6) weeks of Paid Maternity (Childbirth) Leave as an approved period of absence.

These six (6) weeks will be considered part of Family and Medical Leave Act (FMLA) Leave, but unlike other FMLA Leave, these six (6) weeks will be paid.

Paid Maternity (Childbirth) Leave will coincide with the period surrounding the birth or new adoption of the child unless special circumstances are directed by the FT Employee’s doctor.

FT Employees shall be eligible for the Paid Maternity (Childbirth) Leave upon hire.

Paid Bonding Leave

Paid Bonding Leave provides an opportunity for New Parents to bond with a new child. A New Parent may receive up to six (6) weeks of Paid Bonding Leave, to be used within twelve (12) months of the child’s birth or placement for adoption.

These six (6) weeks will be considered part of Family and Medical Leave Act (FMLA) Leave, but unlike other FMLA Leave, these six (6) weeks will be paid.

Eligible Birthing Parents can take both Paid Maternity (Childbirth) Leave and Paid Bonding Leave, for a total of 12 weeks of Paid Leave.

Paid Bonding Leave should generally be used consecutively (and not intermittently). Requests for intermittent use, however, will be reviewed. The timing of the Paid Bonding Leave is subject to approval from the New Parent’s supervisor and by Human Resources.

FT Employees shall be eligible for Paid Bonding Leave upon completing 6 months of service.⁴

⁴ Birth or placement with New Parents must take place after the FT Employee completes 6 months of service to be eligible for Paid Bonding Leave.

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FT Employees should begin discussions to plan for Paid Maternity (Childbirth) Leave and Paid Bonding Leave with their departments and Human Resources as early as possible, but in all events at least 30 days in advance (absent an applicable exception shortening that period). It is necessary that the FT Employee's supervisor be kept informed of any changes during the Paid Maternity (Childbirth) and/or Paid Bonding Leave.

The return date of the FT Employee from Paid Maternity (Childbirth) Leave and Paid Bonding Leave will normally be the first business day following the approved Paid Maternity (Childbirth) Leave or Paid Bonding Leave, unless an extension has been agreed to or is required for medical reasons. If no such extension has been agreed to or is required, and the FT Employee does not return to work on the first business day following the end of approved Leave, the FT Employee will be considered to have voluntarily terminated his/her/their employment as the last day of his/her/their Leave.

All group insurance benefits will continue during the approved Leave.