

Information on maternity protection for pregnant and nursing students

The provisions of the Maternity Protection Act (Mutterschutzgesetz, MuSchG) which covers mothers at work, during education and training also apply specifically to students at Kiel University during pregnancy, after giving birth, and while nursing. Consequently, students can 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 practicals 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 should inform Student Admission and Registry about their pregnancy or that they are nursing - or for the medical state examination degree programmes (medicine and dentistry), inform the contact persons listed below (foreign students inform the International Center) - as well as their lecturer or supervisor (see 1. below).
- After notification of the pregnancy has been received, the student will be informed about the results of the risk assessment performed for their area of activity. In addition, students completing the clinical part of medical state examination programmes should also consult the Betriebsärztlicher Dienst Norddeutschland (Occupational Health and Safety Service for Northern Germany), Campus Kiel. All other students at the Faculty of Medicine should contact their respective teaching staff to clarify whether such a consultation is also necessary and possible for them.
- Where necessary, appropriate protective measures will 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 state examination programmes please also pay special attention to instructions of the Faculty of Medicine:
- 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 practicals, 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. The Central Unit: Safety Engineering can also provide advice on this. On the basis of this check, the member of teaching staff 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. The risk assessment and, if necessary, the assessment by the Betriebsärztlicher Dienst (Occupational Health and Safety Service), determine whether the activities carried out in the lessons are compatible with pregnancy.

In order to exclude such a risk, the student should report her pregnancy or nursing *as soon as possible!* This notification should always be made to the respective teaching staff. In addition, students should use the form "Notification of a pregnancy or nursing period for students" to inform Student Admission and Registry, foreign students should notify the International Center, and students in the medical state examination programmes should notify the contact persons listed below. This form is available at www.studium.uni-kiel.de/de/schwangerschaft-stillzeit and for foreign students at: www.international.uni-kiel.de/de/bewerbung-und-zulassung/studierendenangelegenheiten.

Notifying teaching staff enables decisions to 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 who is pregnant or nursing a child should inform themselves about potential risks to them and their child before participating in any course or practical.

If their studies are temporarily interrupted, or if some events or courses cannot be attended or completed, then students 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 and
- if necessary, apply for a leave semester with Student Admission and Registry. Further information is available at: www.studium.uni-kiel.de/de/beurlaubung,
For foreign students: www.international.uni-kiel.de/de/bewerbung-und-zulassung/studierendenangelegenheiten

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, practicals 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 (and for the medical state examination programmes to the respective contact person) and may be revoked at any time. 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" (www.studium.uni-kiel.de/de/schwangerschaft-stillzeit).

3. Overtime, night shifts, Sundays and public holidays

In addition, Section 4 et seqq. of the MuSchG contain prohibitions and restrictions for the protection of pregnant and nursing students, 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.

Notifying a pregnancy / nursing period at Kiel University:

- Referat Studierendenservice - Student Admission and Registry
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)
Tel.: +49 (0)4537 880 - 4840; e-mail: studservice@uv.uni-kiel.de
- International Center
Service Centre, Studying and International Affairs, International Center, Westring 400, 24118 Kiel
Tel.: +49 (0)431 880 - 5330; e-mail: akoslawski@uv.uni-kiel.de
- Dean's Office at the Faculty of Medicine
Pre-clinical: Tanja Möller, +49 431 880-3241, tmoeller.dekanat@med.uni-kiel.de
Clinical part: Dr Birgit Hoppe, +49 431 500-14441, hoppe.dekanat@med.uni-kiel.de
Practical year: Katrin Buddingh +49 431 500-14442, buddingh.dekanat@med.uni-kiel.de

Advice about pregnancy / nursing periods at Kiel University:

- 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.: +49 (0)431 880 - 2019; e-mail: familienervice@gb.uni-kiel.de
- Advisory services by ASTA for students with children
Physics Centre at Leibnizstraße 13/15, Tel.: +49 (0)431 880 -2648, 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. Additional resting/quiet rooms will be made available in future - details can be obtained from the Dean's Offices or Examination Offices.

More information about maternity protection:

- The Maternity Protection Act (Mutterschutzgesetz, MuSchG):

www.gesetze-im-internet.de/muschg_2018/MuSchG.pdf

- Guidelines about maternity protection by the Federal Ministry for Family Affairs, Senior Citizens, Women and Youth:

www.bmfsfj.de/bmfsfj/service/publikationen/leitfaden-zum-mutterschutz/73756

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