

Statutory Payments

Statutory Paternity Pay (SPP)

Am I eligible for SPP?

To claim Statutory Paternity Pay (SPP) the following requirements must be met:

- Be an employee of PayStream and have previously had a payment through PayStream
- Be either the Father, Husband/Civil Partner of the mother or Child's adopter
- You must be taking time off work to look after the child
- Be employed by PayStream continuously for at least 41 weeks before the expected week of childbirth
- Be employed by PayStream up to the date of birth
- Earn at least £120 a week (before tax)

What documents are needed to assess my SPP claim?

In order to assess if you are eligible for Statutory Paternity Pay we will need an SC3 form which can be obtained through the following link: <http://www.hmrc.gov.uk/forms/sc3.pdf>. Please send your SC3 form to PayStream via post or email to mail@paystream.co.uk.

Please be aware in order to assess your claim all three boxes must be ticked on "your declaration".

What/when can I claim?

- You can claim either one or two weeks Paternity
- Paternity must be taken consecutively and cannot be taken in conjunction with any other payment e.g. work, holiday, SSP, etc.
- Leave cannot start before the birth
- Leave must end within 56 days of the birth

What happens next?

After assessing your SPP claim you will be either eligible or non-eligible.

Non-eligible: If you are not entitled to SPP pay we will then fill out an SPPI form in which you may use to claim support from alternative sources e.g. your local Jobcentre Plus office.

Eligible: If you are eligible for SPP you will be paid at either £151.97 per week (subject to change) or at 90% of your average weekly earnings (you will be paid at whichever is the lowest amount). In order for us to process your Paternity pay we will need an email to mail@paystream.co.uk informing PayStream when your baby has been born.

Please be aware that SPP is paid weekly and is subject to Tax and National Insurance.

What if I do not wish to take my paternity leave or wish to change the amount of weeks?

If you no longer wish to take your paternity leave or wish to change the amount of weeks you will need to send an email to mail@paystream.co.uk informing PayStream of this change 1 week before payment is due to be paid.

What happens in the case of a miscarriage or death of the child?

Paternity pay can still be claimed if the baby is:

- Stillborn from 24 weeks of pregnancy
- Born alive at any point of the pregnancy