



ADOPTION PAY ENTITLEMENTS

	Length of service at the point the adoption agency advises of the EDP	
	Less than 26 weeks'	At least 26 weeks
Entitlement	No entitlement to Adoption Pay	Statutory Adoption Pay [#] (SAP) – at either the set SAP rate, or 90% of average earnings* where this is lower, for a 39 week period.

**Average pay is calculated over a 12 week period immediately before adoption leave begins.*

[#] Where employees with earnings under the minimum earnings level for payment of NI contributions qualify for neither SAP payments nor other forms of financial support during their Adoption Leave, the City of London will continue to pay those with at least 26 weeks service at 90% of their average weekly earnings for the full 39 weeks of paid adoption leave (N:B this will only be paid where no other payment is due to the individual in respect of their period of adoption leave).