



An Ghníomhaireacht um  
Leanaí agus an Teaghlach  
Child and Family Agency

## Menopause Policy

Document Developed or Reviewed By:	Health Wellbeing and EAP, People and Change Directorate		
Revision number		Document Approved by	Kim Hayes, Assistant National Director HR Operations
Approval date	25/08/2023	Responsibility for Implementation	People and Change Directorate
Revision date	25/08/2026	Responsibility for review and audit	Health Wellbeing and EAP

## Table of Contents

Policy Statement.....	2
Purpose .....	2
Scope .....	2
Key Principles .....	3
Definitions .....	3
Symptoms .....	3
Supports Available .....	4
Self Help measures .....	4
Roles and Responsibilities.	
• Tusla.....	5
• HR.....	5
• Line-managers.....	5
• Staff.....	6
• Occupational Health.....	6
Resources .....	7

## **Policy Statement**

Tusla is committed to ensuring that all individuals are treated fairly and with dignity and respect in their working environment. It is also committed to ensuring our people are safe, healthy, and well both physically and psychologically.

In accordance with the Tusla People Strategy, we aim to promote Diversity, Inclusion and Equality, ensuring staff feel confident to raise issues about their symptoms without fear of discrimination. Tusla is committed to ensuring that conditions in the workplace do not make menopausal symptoms worse and that appropriate adjustments and support are in place.

This policy is designed to raise awareness of perimenopause and menopause, to provide information and support to those affected, and to ensure managers are aware of Tusla's responsibility and how that impacts our Staff.

## **Purpose**

- Enhance support mechanisms in the workplace.
- Raise awareness and understanding among all Staff about the perimenopause and menopause.
- Educate and inform managers about the potential symptoms of menopause and how they can provide support.
- Foster an environment in which colleagues can openly and comfortably initiate conversations, or engage in discussions about menopause, where respect and support is promoted.

This policy has been developed to support all our staff who experience menopausal symptoms. We recognise that the menopause may impact those who do not identify as female.

## **Scope of Policy**

This policy applies to all staff who are employed by Tusla. Menopause can be experienced by women, transgender men and people who are intersex or identify as non-binary, particularly those who may not have accessed medical forms of transition. Any staff member who is affected by menopause can request support which will be provided in a confidential and dignified manner.

## Key Principles

Menopause is a very personal experience, and staff can be affected in different ways and to different degrees. This requires differing levels of support and adjustments. By providing information and support, we aim to remove any stigma or misunderstanding about menopause.

## Definitions

The menopause is a transition stage in the lives of approximately 50% of the population. The average age in Ireland to reach the menopause is 50 but it can happen much earlier (premature menopause). It refers to the point in time when menstruation has ceased for twelve consecutive months and for some menopause may not happen naturally but may be medically or surgically induced. Perimenopause is the period of hormonal change leading up to menopause. During this time individuals can often experience symptoms which may vary in severity.

## Symptoms

Physical symptoms associated with the onset of perimenopause and menopause include:

- Hot flushes, night sweats
- Insomnia and sleep disturbance
- Fatigue
- Fat distribution changes
- Headaches including migraines.
- Urinary problems
- Heavy and painful periods
- Joint aches
- Palpitations
- Dry skin and skin irritation
- Dry eyes
- Hair loss

Associated psychological symptoms may also be experienced:

- Depression
- Anxiety
- Panic attacks
- Poor concentration
- Changes in mood
- Loss of confidence
- Problems with memory (WHO)

Staff may experience some or many of these symptoms over the course of several years.

## **Support Available**

Tusla is committed to support Staff experiencing menopause and recognises that many Staff will be working through, and beyond menopause.

Staff experiencing menopause are encouraged to let their line manager know if they are struggling with symptoms that may impact on their work, so that appropriate support is provided. All information provided will be treated confidentially and in accordance with Tuslas' [data protection policy](#).

Tusla is committed to ensuring that managers are sympathetic and provide appropriate support when needed to assist with issues arising in the workplace. We recognise that menopause is a unique and personal experience and therefore different types of support and adjustment may be needed.

## **Self Help Measures:**

Current health promotion advice emphasises the importance of lifestyle choices before, during and after menopause including:

- Consult with your GP about menopause to ensure that any symptoms are not due to other causes.
- Exercising regularly can not only help your mental health but also assists with reducing hot flushes and improving sleep. It also helps with bone density and cardiovascular health.
- Cessation of smoking

- Healthy and regular eating - research has shown that a balanced diet can help alleviate some symptoms.
- Drinking water and reducing caffeine and alcohol consumption.
- Wearing natural fibres like cotton or linen
- Getting good sleep, rest and relaxation

## **Roles and Responsibilities**

### **Tusla**

The needs of the menopausal staff should be assessed to ensure the working environment does not aggravate symptoms. Simple changes to the working environment can assist and ease the impact of some symptoms.

### **HR**

HR will offer support and guidance to managers and staff on the interpretation of this policy. In addition, the HR department may organise educational activities to promote awareness and provide training on the subject.

### **Line Managers**

Managers should ensure that all staff are aware of this policy, which outlines Tusla responsibility and the responsibility of the staff member.

- Managers will consider all requests for support and adjustments sympathetically and will not discriminate against those staff members who are experiencing menopause. Support and adjustments should be put in place in a timely manner. All requests must be dealt with confidentially and in accordance with the data protection policy.
- Managers will be willing to have discussions about menopause, appreciating the personal nature of the conversation and treat the discussion sensitively and professionally.
- Managers should understand that the effects of menopause can vary widely from one individual to another.

## **Staff**

Staff should take a positive approach to their health and wellbeing by seeking medical advice from their GP. Staff who are experiencing the menopause and who have concerns regarding their symptoms at work should speak to their line manager or their HR manager, conversations will be managed in a sensitive and confidential manner. Staff should also utilise other support services available to them, including the Employee Assistance Programme, a free and confidential counselling service.

## **Occupational Health Practitioners**

Our Occupational Health service can provide additional assistance to Staff where appropriate. In the event of a referral, the Occupational Health Physician may carry out an assessment of the individual to determine if the menopause may be contributing to symptoms, while providing advice and guidance in line with best practice and current research. In addition, they may provide support and advice to HR and Line Managers in identifying reasonable adjustments, if required.

## Resources

### Information Sources

- [www.gov.ie/menopause](http://www.gov.ie/menopause)
- <https://www.hse.ie/eng/health/az/m/menopause>
- <https://www.hse.ie/eng/health/az/h/hormone-replacement-therapy-hrt/>
- [www.themenopausehub.ie](http://www.themenopausehub.ie)
- Irish Family Planning Association - Menopause Check-up; [www.ifpa.ie](http://www.ifpa.ie)
- <https://wellwomancentre.ie/health-matters/menopause/>
- Women's health clinic; [www.womenshealthclinic.ie](http://www.womenshealthclinic.ie)
- [www.wellnesswarrior.ie](http://www.wellnesswarrior.ie)
- My second spring- Womens Resource [www.mysecondspring.ie](http://www.mysecondspring.ie)
- [www.IMSociety.org](http://www.IMSociety.org)