



MHH  
Hannover Medical School

# ON YOUR SIDE

Information for parents and children at MHH



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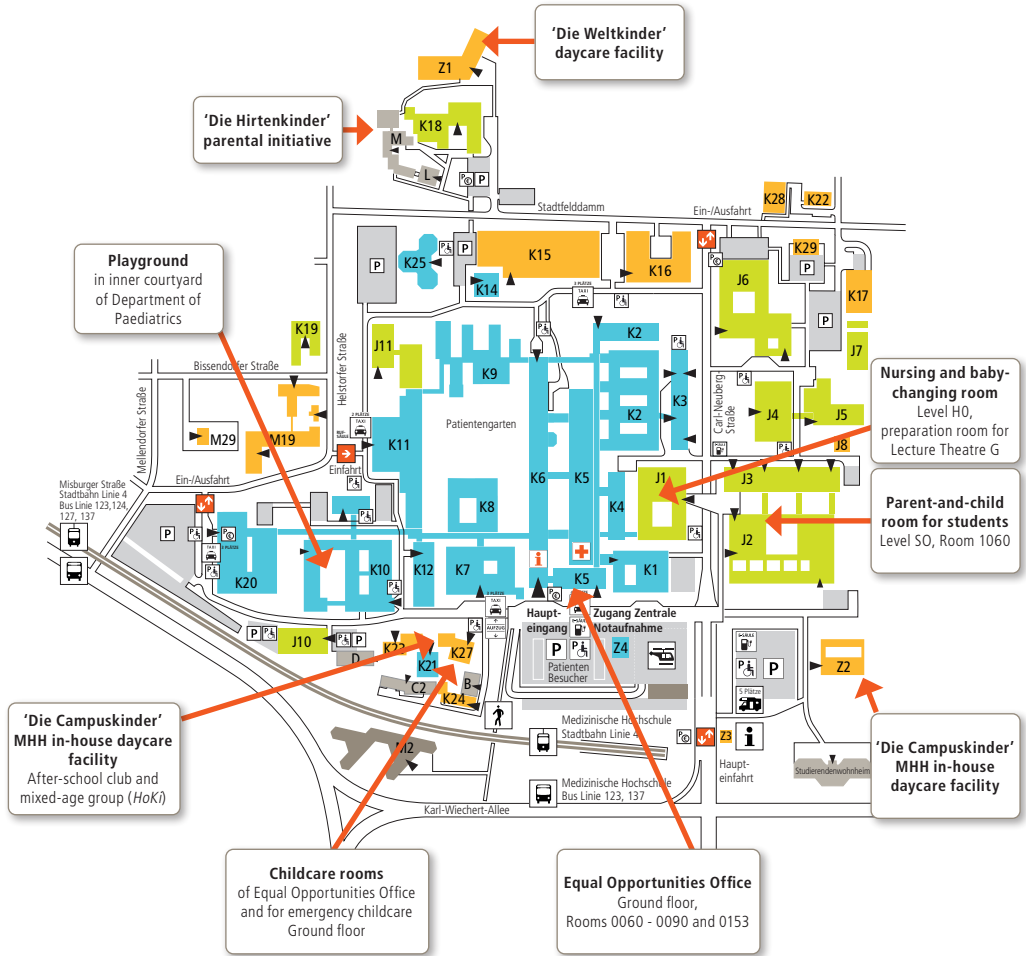
Hannover, February 2023

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# Map



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## Foreword

More than 2,891 women and men who work, teach or do research at Hannover Medical School (MHH) have children under the age of 18. And almost 109 of those studying are parents, too. MHH actively helps these students and employees to successfully combine their work or studies with family life. That's why it has, in recent years, been committed to continuously making both working and studying conditions more family friendly. This has resulted in a win-win situation: a family-friendly set-up and a family-conscious culture increase job satisfaction and motivation,

and strengthen the link that students and staff have with their university. In turn, this has a positive spin-off on MHH's performance in research, teaching and healthcare, and enhances its competitiveness. In 2005, for the first time, MHH was awarded certification under the Family-Friendly University Audit (audit familiengerechte hochschule) scheme. In recent years that have seen many projects and measures launched and implemented, the Medical School has been successfully re-audited several times by the 'berufundfamilie Service GmbH' initiative.

It is thus one of longest-certified family-friendly higher-education providers in the country. The range of family-friendly measures extends from basic provision of childcare places to action at the structural level and individual support services. And, as of 1 January 2020, MHH also has a Fathers' Officer.

MHH can now lay claim to being one of the leading higher-education institutions in Germany in terms of childcare, with three daycare facilities providing a total of up to 403 full-day places (including up to 149 crèche places), emergency care 365 days a year, offerings during the school holidays and other flexible childcare options. This brochure provides mothers and fathers with a valuable guide: it presents important information about family-friendly services, as well as (childcare and other) facilities at MHH and in the Hannover municipal area. It is therefore an important element in our family-friendly policy, as this publication facilitates access to the many existing services on offer. I trust it will help the Medical School create an atmosphere in which active parenthood can be embraced in combination with studies or work.

A handwritten signature in black ink, appearing to be 'M. Manns', written in a cursive style.

Univ.-Prof. Dr. med. Michael P. Manns  
Präsident der MHH



# 1 MHH's Gender Equality Office and Family Services

## 1.1 1.1 Gender equality efforts at MHH

Gender equality efforts are a multifaceted endeavour. One very well-known aspect that has earned great recognition involves establishing, on a structural basis, ways of making work and studies compatible with family life. High-quality and dependable childcare provision is the basis by which women can pursue their career goals.

Sec. 42 (2) of the Lower Saxony Higher Education Act (NHG) states that: "the Gender Equality Officer shall work towards the achievement of the gender equality mandate". This **gender equality mandate**, however, lies with the higher-education institutions themselves (NHG Sec. 3 (3)), which means that these establishments must enforce equal opportunities for women and men, and work actively towards eliminating existing disadvantages. They also have the task of promoting women's and gender studies. For the Gender Equality Officer, this means that areas of action and measures to implement the gender equality mandate must be identified, established and continuously adjusted. An important prerequisite for this is that the Gender Equality Officer can be present on the institution's various boards and committees, as well as being included in developmental planning and in decisions relating to personnel and structural matters. As a contact for the entire staff and student body, she gains insights into problems with implementing gender equality encountered in a wide range of workplaces and also by students. This wide-ranging interaction enables the Gender Equality Officer to obtain a comprehensive picture of the situation, and to not only offer support in individual cases but also identify places where gender equality measures can be put into effect in the Medical School's strategy.

In order that new ideas can be developed, and measures discussed, tried out and (where appropriate) their permanent adoption pursued – and all of this on a continuing basis – a certain degree of room for manoeuvre is required, and this scope has been created by legislation in order that the Gender Equality Officer is not bound by orders or instructions. It is, however, also important that adequate personnel-related and material resources are available. In its Gender Equality Plan, Hannover Medical School has committed to at least maintaining existing levels of resource provision. The Gender Equality Officer can, in her work, continue to rely on a team of qualified and dedicated staff with whose assistance projects can be carried out and additional funds obtained for further proposed activities.

Certain gender equality-related areas of action are aimed at specific target groups. In target group-specific offerings provided by the Gender Equality Office, the highest priority is given to **supporting female scientists**, and for good reason. Although the number of female students has been increasing for some years, with more women than men now completing a doctoral thesis



at MHH, females remain under-represented higher up the career ladder, and they are particularly conspicuous by their absence in top positions and decision-making bodies. To help support women scientists, therefore, the Gender Equality Office organizes the following:

- A mentoring programme for female early-career researchers (Ina Pichlmayr Mentoring), which more than 194 women have now completed;
- The provision of funding (Ellen Schmidt Programme), currently worth 250,000 euros annually, to assist with obtaining a postdoctoral lecturing qualification (Habilitation), which has benefited 70 women to date;
- A programme involving training events and further support for female scientists in externally (DFG-) funded networks; and
- Financial assistance in the form of family-related performance-based funding (German: Familien-LOM) for female physicians and female scientists who return from parental leave within one year.

However, family support, which is the subject of this brochure, is an area of action which benefits all members of the Medical School, both staff and students. This issue has been a major focus for MHH since the Medical School first subjected itself to a Family-Friendly University Audit in 2005. Over the past 15 years, it has steadily expanded its family-friendly measures and, on being re-audited for the fourth time, was awarded unlimited certification in 2017. In the following chapters, support offered to parents at MHH is set out in detail. For some time now, the Medical School has also taken up the issue of nursing care for relatives. Staff and students who are affected by this issue will find in-depth information in another of our (German-language) brochures, entitled 'Balance zwischen Pflege von Angehörigen und Beruf/ Studium' (Balancing care for relatives with work and studies).

Many gender equality measures have been put in place at MHH in recent years. However, this is no cause for complacency. It will be a long time before the success of these efforts is reflected in a statistical reduction in the underrepresentation of women – including those in leadership roles.

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## 1.2 Family Services at MHH

### 'Family-Friendly University Audit' scheme

MHH is committed to achieving (gender) equality for women and men in working life. It is pursuing a two-pronged strategy to this end: firstly, targeted career advancement for individual groups, particularly early-career female researchers; and secondly, a comprehensive range of family support measures. The policy framework for support of students and staff with family responsibilities is provided by the 'Family-Friendly University Audit' scheme. MHH's certification as a Family-Friendly University goes back all the way to 2005; the certifying body was initially the Hertie Foundation and is now 'berufundfamilie Service GmbH'. On 10 December 2020, MHH's status as an indefinite certificate holder, first awarded in 2017, was confirmed. This meant the Medical School has now been successfully recertified for a fifth time.

### Goal of the fifth re-auditing process and the dialogue procedure

MHH wishes to offer targeted assistance to families, and to help make it easier to combine work and studies with family responsibilities for women and men. Continuation of the dialogue procedure as a family-friendly university is part of MHH's forward-looking 'Zukunftsoffensive' initiative. The high level achieved over the past 15 years – especially in childcare, in information provision, in return to work/studies programmes and for female scientists – is now part of the Medical School's profile.



In the light of demographic trends, MHH wishes to consolidate and build on its position as an attractive employer and educational centre. With a family-friendly set-up and a family-minded culture, it seeks to appeal to highly driven students and to attract outstanding scientists from all over the world. The aim is that students' and employees' satisfaction, motivation and sense of belonging to the Medical School will grow, having a positive spin-off on MHH's performance in research, teaching and healthcare. MHH will emphasize its family-friendly corporate culture vis-à-vis political policymakers, the general public and external funding sources.

## Measures

At its forefront is the maintenance of a comprehensive offering of childcare options:

- MHH is Germany's leading institution in this regard, with three facilities providing a total of 403 full-day childcare places for children aged between 8 weeks and 14 years;
- Childcare services are available in the Easter, summer and autumn school holidays;
- When one's usual childcare is not available, emergency childcare for the children of students and staff is provided by 'pme Familienservice GmbH' and an emergency childcare service called 'Fluxx' run by the City of Hannover;
- Flexible childcare is available for students during examination and exam preparation periods, and on 'study Saturdays';
- Flexible childcare is provided for staff and students attending conferences and other events, and when help is not available from one's own personal/private childcare support system.

However, the Family Services measures around balancing work/studies and family – developed as part of the Family-Friendly University Audit (audit familiengerechte hochschule) scheme, and organizationally based in the Gender Equality Office – go far beyond childcare provision alone. They also include the following:

- Individual advice and information on all aspects of combining family life with studying or work;
- The Family Portal – a continually updated Internet information portal for family-oriented services;
- Wide-ranging public-relations work for students and staff, including brochures, leaflets, posters, notices and other written information materials;
- A parent-and-child room for students in Building J2;
- A breastfeeding and baby-changing room in Building J1 (the main teaching building), as well as baby-changing facilities in various toilets (see location map for these facilities at the end of this brochure);
- A children's corner called 'Mensalino' in the canteen;
- Free lunches for the children of students holding the 'MensaCard Kids' canteen payment card

Additionally, MHH staff and students with family responsibilities are provided with support and information in training and professional-development events, specifically by means of events covering areas such as:

- 'Pregnancy, maternity protection, parental leave' for staff and students who want to / are to become parents;
- 'Caring for relatives' for staff and students with relatives in need of nursing care;
- 'Women and retirement/pensions' (with input from two German public pensions institutions, 'Deutsche Rentenversicherung' and 'VBL – Versorgungsanstalt des Bundes und der Länder');
- 'Seguro – assertiveness training and self-defence for women'.

### **Other measures carried out**

- The Medical School's established support programmes are being maintained at the current level
- Appointment of a Fathers' Officer to help achieve networking between fathers / men with active family roles
- Promotion of gender-sensitive medicine
- 'Exiting' surveys; the results are analysed within the Advisory Council for the Family-Friendly Audit
- Regular (annual) workshops for management staff on gender equality and family support measures
- Setting up a coordination unit for family-related performance-based funding (*Familien-LOM*) within Family Services
- Inclusion of pregnancy as a factor in guidelines governing grants/scholarships

### **Future measures and measures being planned (selection)**

- Conceptual revision of performance reviews for employees (subject to MHH-wide guidelines)
- Expansion of mentoring scheme for highly qualified early-career female researchers (Ina Pichlmayr Mentoring – Junior)
- Systematic evaluation of how courses, studies and exams can be organized to make them more family friendly; permanent adoption of digital teaching
- Best-practice guidelines on 'Parental leave from fathers' perspective'
- Active target group communication with fathers/mothers who have family responsibilities
- Enabling surgical procedures during pregnancy; model development with MHH's Staff Medical Service
- Revision of the Family and Gender Module as a mandatory part of professional development for management staff; conceptual revision of events for newly appointed professors
- Development of new management models for 'Leadership on a part-time basis' for all organizational subunits at MHH
- Auditing of the Patient Care division under the 'audit berufundfamilie' (Work and Family Audit) scheme

- Promotion of flexible and family-friendly working-hours models
- Evening-out of the imbalance between men and women with regard to fixed-term employment contracts
- Mandatory annual staff appraisals to serve as performance reviews and (as and when appropriate) as exit interviews, e.g. when someone takes (family) nursing-care leave, maternity protection leave and/or parental leave
- Project 'Gemeinsam in Führung gehen' (Taking the Lead Together)
- Use of a survey of all employees and students as a tool for feedback on family- friendly working and gender equality efforts at MHH
- Consistent use of gender-equitable language at MHH



## Contact

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### 1.3 The Fathers' Officer at MHH

As part of the Family-Friendly University Audit action programme, it was decided in June 2017 that the creation of a new role, that of a Fathers' Officer, would be an appropriate augmentation to the already established structural set-up at our Medical School.

After the position was advertised at section level, a suitable applicant was found: Professor Jens Dingemann. He took up his role as Fathers' Officer with effect from 1 January 2020. Of the 10,000 or so people who work at MHH, some 3,000 are men.



And, of these (as at 12/2019),

- 1.340 are fathers  
(who have a total of 1,451 children).

Of the 3,519 students at MHH, about 1,241 are men.

And, of these (as at the 2019/2020 winter semester),

- 20 are fathers  
(who have a total of 35 children).

Therefore, fathers at MHH are a significant group of employees and students with particular characteristics and specific needs. The 2018 Report on Fathers published by Germany's Federal Ministry for Family Affairs, Senior Citizens, Women and Youth (BMFSFJ) provides clear indications that fathers as a group require special attention. Of today's fathers, 69% indicated they had greater involvement in parenting than the generation of their parents did. This shift towards fathers taking a more active role, and the associated reallocation of

responsibilities within the family, poses special challenges. In particular, striking the right balance at the interface between one's workplace and family commitments may pose difficulties for fathers. This means it is especially important that ways be found of making these different roles compatible. If this is achieved, then – according to recent findings – this is a win-win situation for all concerned:

- Active fathers are happier;
- Children have a closer bond with fathers who are active;
- Mothers can return to paid employment sooner;
- New business potential is opened up for MHH;
- A new corporate culture can develop at MHH that is visible, positive and modern.

The new role of the Fathers' Officer is to represent the interests of fathers at MHH across all occupational groups; the post-holder is also a low-threshold contact and adviser around the issue of 'Becoming and being a father', including in situations of a confidential nature. Aspects covered include relevant issues such as:

- career planning;
- dual-career solutions;
- childcare;
- parental leave;
- parenting benefit (*Elterngeld*).

Advisory services are available to staff and students alike. Appointments can be arranged by e-mail or over the phone. Additionally, a network for fathers is to be set up in the medium-term future that enables sharing of experience and information regarding the above-mentioned issues. Organization of father-specific events and talks also forms part of the portfolio, and we would welcome your suggestions and ideas on this.

## Contact

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## 2 Support programmes provided by MHH's Gender Equality Office

### 2.1 Ina Pichlmayr Mentoring scheme for postdoctoral female scientists

The Ina Pichlmayr Mentoring (IPM) scheme is a women's support programme that has, since 2004, assisted successful postdoctoral researchers – from all disciplines at Hannover Medical School – who are seeking a professorship or comparable career track in the sciences. The programme's goals can be defined at three levels:

The **female scientists who are mentees** are supported in their goal-oriented career path planning; they obtain help with acquiring key competencies outside their own speciality, with successfully raising external funding, and with publications and networking. The **professors (mentors)** encourage early-career researchers and receive the opportunity to broaden their expertise in guidance provision and benefit from fresh impetus.

At institutional level, the scheme's aims are enhancing the volume of external funding acquired, increasing the proportion of female scientists in leadership roles, and strengthening its profile with regard to gender equality efforts and policy.

The Ina Pichlmayr Mentoring scheme conforms to the quality standards of Forum Mentoring e.V. and is founded on three pillars:

1. Mentoring partnership between mentee and mentor;
2. skills enhancement programme;
3. network.

You can find out more on our website and in our leaflet on the IPM scheme.

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Ina Pichlmayr Mentoring on the ILIAS study platform:

<https://weiterbilden-online.mh-hannover.de>



## 2.2 Ellen-Schmidt-Programme (ESP)

The **Habilitation (postdoctoral lecturing qualification) programme**, for which applications are invited on an annual basis, involves provision of personnel-related funding to enable **female scientists** (across all disciplines) employed at MHH to be granted leave from routine work in order that they can complete their *Habilitation*.

Several female researchers obtain support from the available funds. When women are selected by the Senate Committee for Gender Equality to receive this support, individual contracts are entered into with these scientists that are tailored to their work and family situation, and agreements made that specify both sides' reciprocal obligations.

For each female scientist who is an ESP recipient, the department in which they work shall guarantee that they be granted leave for the relevant period, and shall provide a workstation. The programme funds are ultimately provided by the federal state and are subject to rules requiring resources to be spent by the end of a given budgetary year.

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Photo: Professor Ellen Schmidt, after whom the programme is named. Source: MHH Archives

## 2.3 Gender Equality Measures for DFG Research Networks at MHH

The German Research Foundation (DFG) provides funds for gender equality efforts, which can be requested by the various research networks to strengthen their activities in this area.

These funds earmarked for equal opportunities are to be used for expanding the existing gender equality programme at MHH in order to:

- increase the number of female researchers at project management level;
- provide early-career female scientists working in a given research network with support to pursue their scientific career; and
- make jobs in science and academia more family friendly.

The intention is to encourage the introduction of innovative career advancement measures, networking for early-career female researchers, and measures to make research and family life more compatible.

The possible measures that have been under implementation in a coordinated manner at MHH since September 2013 include workshops, one-to-one coaching sessions, childcare and advisory services.



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### Contact

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## 2.4 Family-related performance-based funding for female physicians and scientists

Family-related performance-based funding (German: *Familien-LOM*) is a special form of performance-dependent apportionment of resources to support female physicians and scientists returning to clinics, departments and institutes at MHH from periods of maternity protection or parental leave. *Familien-LOM* funding must either be used for the direct support of the female physician/scientist or for encouraging family-friendly practices within the clinic, department or institute concerned. Application can be made for personnel-related, material and investment resources up to 12,000 euros.

### Award criteria for this funding

- The female physician/scientist has returned to work at MHH within a year of her child's / her children's date of birth
- The applicant's return to work was during the same year in which the application is made, or during the year previous to this
- The female physician/scientist is still employed at MHH at the time the funds are awarded and remains so considerably beyond the date of her return
- The application, made jointly by the returning physician/scientist and her departmental head / institute director, is approved by the Gender Equality Committee (KfG) and the acceptance is issued by the Gender Equality Officer
- Only a single application can be made for one and the same child and for a given instance of returning to work. Furthermore, Familien-LOM funding can be granted only once for an instance of multiple births

### What the procedure involves

In order for a department / a female scientist to receive Familien-LOM funding, an application must be submitted. This request must state which gender equality-promoting or work/family reconciliation-promoting measures the funds are to be used for. These applications are reviewed in the Gender Equality Office and, as required, approved by the Committee on Gender Equality (KfG). The amount that can be approved per application is up to 12,000 euros. Generally, these resources are subject to rules requiring funds to be spent by the end of a given budgetary year.

## Some examples of appropriate utilization:

### Personnel-related resources

- To fund personnel-related support for the returning physician or scientist

### Material resources

- Professional-development measures on gender competence and family friendliness for management staff
- Workshops, courses, other training, conference- or research-related travel for the applicant or other female physicians and female scientists within this department
- Coaching for the applicant or other female physicians or female scientists within this department
- Creation of baby-changing facilities / of workplaces with facilities for parents and children (up to 250 euros)
- Funding of technical aids, consumables and other material resources (up to 250 euros)

### Investment resources

- Setting up a home office workstation for female applicants who have returned to work
- Mobile parent-and-child office, creation of baby-changing facilities / of workplaces with facilities for parents and children (up to 250 euros)
- Funding of technical aids or other material resources (more than 250 euros)

### Proof of use

Proof that Familien-LOM funding has been used as specified must be furnished one year after payment. The requirements for this are a copy of the cost centre's account statement created in SAP, documentation and a brief explanatory statement which document that the funds were used as stated in the application.

#### Contact

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## 2.5 Support for Fathers project

A project exploring new approaches towards making work, career, studies and family compatible under the heading 'Supporting fathers at MHH' is a two-year research project funded and supported by Lower Saxony's Ministry of Science and Culture.

Its objective is to develop a policy for 'Supporting fathers at MHH' and an action plan under the heading 'Supporting fathers at higher-education institutions in Lower Saxony', aimed at making it easier for them to combine different roles.

Over the course of the project, the aim is to collect basic data on the situation and to assess the needs, experience and requirements of staff and students who have or wish to have children, to develop a suitable policy and then to implement a pilot project.

Project Leader Nadine Nelle, Project Coordinator Andrea Klingebiel and Fathers' Officer Professor Jens Dingemann are receiving further support in this from an advisory committee.

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## 3 Pregnancy, maternity protection, parental leave – then what?!

### 3.1 Information from Personnel Management

For pregnant women, the German Maternity Protection Act (MuSchG) is applied. This law requires employers to actively endeavour to protect the health and life of the expectant mother and the as-yet-unborn child. MuSchG legislation contains both general and specific protective regulations.

In order that the protection requirements can be met, it is necessary to inform the employer about the pregnancy. By 'employer', we mean the supervisor/superior who has (by Hannover Medical School's governing body, the Presidium) been assigned direct or indirect supervisory responsibility for the pregnant individual.

The employer may be informed about the pregnancy verbally or in writing. The pregnancy must be verified by a doctor's certificate (certificate confirming pregnancy, maternity record).

Upon notification of the pregnancy, the supervisor/superior must ensure adherence to the MuSchG protection regulations. He or she is also required, with the involvement of Personnel Management, to inform the relevant workplace health and safety authority (Gewerbeaufsichtsamt) concerning the pregnancy and the measures envisaged in order to implement the protection provisions. To comply with protective measures, it may well be necessary to assign the pregnant employee to a suitable alternative workplace. The line manager will receive assistance in implementing the protective measures from MHH's Staff Medical Service (Betriebsärztlicher Dienst). The proof of pregnancy will be forwarded to Personnel Management by the pregnant individual's departmental head (or equivalent). In turn, Personnel Management will set what is referred to as the 'six-week prenatal period' based on the verification provided, and will inform the employee in detail about matters such as basic protective regulations and concerning the amount and duration of continued remuneration.

Under the protective regulations (general prohibition on work) the pregnant individual is, until the beginning of the 'six-week period', still required to be present in the workplace and to work. If, however, despite compliance with this general prohibition on work, the health of the mother-to-be or the child remains at risk, a physician may issue an individual prohibition on work. This overrules the above-mentioned requirements concerning presence and work on a temporary basis or until the child is born. During the period of the general prohibition – and of any individual prohibition – on work, the pregnant employee shall continue to receive her notional gross salary until the beginning of the 'six-week period'. This gross salary, which is subject to deduction of income tax and social-security contributions, is made up of the monthly

pay and irregular remuneration components (average number of times on call, being on standby, bonuses).

From the start of the 'six-week period', the maternity benefit (Mutterschaftsgeld) paid by the health insurer is topped up to the level of the notional net pay by the employer. Pregnant individuals with private health insurance are, however, subject to different arrangements, about which Personnel Management will be glad to inform them.

Once you have presented the child's birth certificate you will receive a further letter from Personnel Management, notifying you of the end of your maternity protection period.

Application for child benefit (Kindergeld) must be made to the relevant family benefits department (Familienkasse).

Before their child is born, many mothers- and fathers-to-be weigh up whether to take parental leave (Elternzeit). This can be taken by one parent or jointly by both parents (on a pro rata basis if desired). Entitlement to parental leave exists until a child's third birthday. Additionally, up to 24 months of the entitlement can be taken between the child's third and eighth birthdays.



Please note that you will have to state precisely when and for how long (within two years of your child's birth) you want to take parental leave. Those who wish to do so must inform their employer seven weeks in advance. Parental leave that you have 'saved' for the period between your child's third and eighth birthday, without specifying a precise period, must be requested at least 13 weeks in advance. The best thing to do is have your department (or equivalent) forward this declaration about parental leave to Personnel Management. You will then receive a letter from Personnel Management informing you about the granting of parental leave. This is often sent out together with the letter notifying you of the end of maternity leave.

Averaged over a month, the employee (male or female) must not be in employment for an average of more than 32 hours per week during parental leave. A partnership bonus is available where both parents work part-time; if they (concurrently) work between 24 and 32 hours a week, then they are eligible for this bonus.

If you wish to continue looking after your child(ren) at home when your parental leave is over, you can agree a reduction of working hours or unpaid special leave. These options are covered under the relevant pay agreement (TV-L).

Personnel Management recommends that you speak to your head of department (or equivalent) at an early stage concerning parental leave, a reduction of working hours, and unpaid special leave. This is because, whereas employers are obliged to grant parental leave, they are entitled to refuse a reduction in working hours and unpaid special leave for internal reasons.

## **Childcare when your child is ill**

If parent and child have cover with an insurer under the statutory health insurance scheme, or are voluntarily insured with such an insurer, the parent is to be granted unpaid leave from work to care for the child under Sec. 45, V of the German Social Security Code (SGB). This is, however, limited to 10 working days per child and per parent, per annum. Single parents are entitled to 20 working days per child, per annum. The health insurer provides financial compensation.

The entitlement of those with private insurance extends only to four working days' paid leave per child, per annum, provided the child is aged below 12.

To give notification of leave of absence, please use the forms available on MHH's Intranet site and forward any forms, together with a doctor's certificate confirming the child's illness, to Personnel Management via your department (or equivalent). We are aware that the need to



look after the sick child means that the form cannot be completed straight away. You should, however, always inform your head of department immediately regarding the childcare situation.

The revised German Home Care Leave Act (Pflegezeitgesetz) and the German Family Home Care Leave Act (Familienpflegezeitgesetz) also provide scope for unpaid leave or a reduction in working hours to look after a child in need of care. If the child is only mildly ill (e.g. with a cold and a temperature), this does not count as entitlement. Within the meaning of the law, 'in need of care' refers to individuals who satisfy, or would be likely to satisfy, the requirements for a specific level of nursing care. During your unpaid leave, however, you will (upon request) receive financial compensation from your nursing-care insurance fund and public institutions.

Something else to bear in mind: in matters relating to employment law and personnel law, legally binding declarations may be made only by MHH's Personnel Management department.

The service staff on the Personnel Management team will be happy to help you. If you have highly specific questions or require an in-depth consultation, you're welcome to arrange an appointment. Please appreciate that Personnel Management can answer questions relating to pregnancy, birth, parental leave, etc. only if these matters fall within MHH's legal responsibility as an employer.

Personnel Management has, on its section of the Intranet site, provided a comprehensive A-Z of searchable information material on the subject of 'Maternity protection and parental leave' (in German). And, of course, your service partners are also available for a personal consultation.

Your Personnel Management

## Contact

Internet: [www.mhh.de/personal](http://www.mhh.de/personal)

Intranet: <https://intranet.mh-hannover.de/9316.html>



### **3.2 Guidance for parents of children with disabilities**

Returning to one's job or studies following the birth of a child presents parents with many challenges. Juggling career and family involves many questions and concerns familiar to all parents. For parents with disabled or chronically ill children, there are additional issues and difficulties. Children with disabilities require an environment conducive to thriving within the family and their social environment, and normality if they are to be able to develop optimally. They need engaged, attentive and well-informed parents who fully embrace their child and help them develop individually. For mothers and fathers, a key prerequisite for returning is being able to successfully combine family and work or studies. In particular, the mothers of children with disabilities often revert to a more traditional division of roles as they cannot find the right childcare solution. Whereas all-day childcare provision and childcare in the school holidays are regarded as a given by many parents, scarcely any such offerings are available to children with disabilities; any that are must be individually organized and requested.

MHH's Family Services offers you guidance on the following issues, enabling you to provide your child with well-informed support and to successfully juggle family life with work or studying commitments:

- Inclusive child daycare facility, special-needs child daycare facility;
- Special-needs (boarding) school, inclusive schooling;
- Health insurance payments;
  - Early-learning intervention
  - Healthcare provision in childcare
  - Technical aids (e.g. wheelchairs)
  - Medical rehabilitation, etc.
- Nursing-care insurance payments;
  - Care allowance, care payments-in-kind, disability aids, respite care (payments), accessible (barrier-free) housing, etc.
  - Integration support benefits
  - Early-learning intervention
  - Special-needs benefits
  - Family support for social-education purposes
  - 'Personal assistance' disability benefit (pooling arrangement)
  - Specific aids (disabled-access computers, control units, communication devices)
  - Wheelchair-accessible taxis for transport to childcare, etc.
- Availability of support under Germany's Federal Participation Act (BTHG);
- The level of the 'personal budget'.

## Contact

### Familienservice der MHH / MHH Family Services

Coordinator, Nursing Care for Relatives

Sina Eilering, Kerstin Bugow

Gender Equality OE 0013

Carl-Neuberg-Straße 1

30625 Hannover

Tel: +49 (0)511 532-84087

Fax: +49 (0)511 532-3441

E-Mail: [familienservice@mh-hannover.de](mailto:familienservice@mh-hannover.de)

Internet: [www.mhh.de/familienservice/pflege-von-angehoerigen](http://www.mhh.de/familienservice/pflege-von-angehoerigen)

## 3.3 Information from and about the MHH Staff Medical Service

### General information on maternity protection

A pregnant woman and her unborn child may not, at any time, be placed at risk by the woman's activities at MHH that are related to her work or studies.

In certain workplaces, continuing with her previous job may hold potential risks for the mother-to-be and her child. Legislation exists that makes provision for this: pregnant employees are covered by special protective regulations enshrined in the German Maternity Protection Act (MuSchG), the German ordinance protecting mothers in the workplace (MuSchArbV), and regulations on radiation and radiation protection (Rö-VO, SSVÖ).

It is the employer who is always responsible for compliance with protective regulations for female workers.

The Staff Medical Service (Betriebsärztlicher Dienst) advises pregnant members of staff on an individual and confidential basis, and also assists management in assessing working conditions and in designing pregnancy-friendly workplaces.

The intention of Germany's new Maternity Protection Act is to improve women's opportunities and rights without lowering the level of protection. This is achieved by responsibly weighing up "which degree of risk is acceptable and which unacceptable".

What is 'acceptable risk' can be gauged with reference to the unspecific German legal term *allgemeines Lebensrisiko* (general life risk). There are also legally defined unacceptable risks that invariably involve a prohibited activity or inappropriate working conditions. This new legislation governing maternity protection is intended to be clearer, more flexible, more consistent and less discriminatory, while also providing greater transparency in workplaces and better protection from an early stage.

### The employer's obligations towards pregnant and breastfeeding members of staff

#### Risk assessment

The 'new' risk assessment involves a two-stage process:

To promote transparency and encourage early notification of pregnancy, thus facilitating better protection early on in the pregnancy, '**stage 1 risk assessment**' is available for all activities at



MHH (including all its clinics, departments and institutes) in order to rule out unacceptable risk. These assessments can generally be viewed on the SharePoint platform.

The person with responsibility for this is the relevant supervisor/superior. Under Sec. 1 MuSchArbV, the nature, extent and duration of the risk are assessed for every activity that could place mothers-to-be or breastfeeding mothers at risk, involving hazardous materials (such as laboratory chemicals and cytostatics), biological agents (such as blood and other bodily fluids), potentially harmful physical activities/influences (such as lifting, carrying and noise) or particular work practices. Mothers-to-be or breastfeeding mothers may not be given work that has been deemed by risk assessment as posing a risk to the safety or health of the mother or her unborn child. If a risk exists, the employer is required to take the appropriate protective action. This may entail modifying working conditions or moving to a different workplace or job. If such risk assessment is absent, this will automatically result in a prohibition on work when notification of the pregnancy is given.

After notification of the pregnancy has been given, **'stage 2 risk assessment'** involves specifying the way in which working conditions are to be adapted, and protective measures are discussed.

Due to the SARS-CoV-2 pandemic, face-to-face interaction with patients on the part of pregnant staff members is currently possible only if the latter voluntarily agree to it. A requirement for this is, of course, that both patients and pregnant individuals wear a full-face mask (i.e. 'protected contact').

## **Instruction**

The employer is required to discuss the risks with any mothers-to-be or breastfeeding mothers, and to instruct them regarding the protective measures to be taken. The employer's other female members of staff and the staff council (Personalrat) are to be notified of the outcome of the assessment of working conditions and the protective measures to be taken (Sec. 2 MuSchArbV).

## **Obligations of pregnant members of staff**

In her own interest and that of her child, a pregnant member of staff should notify her employer (in this case: her supervisor/superior and Personnel Management) of her pregnancy at an early stage so that appropriate measures can be taken. If certain activities are prohibited as a result of the risk assessment, a pregnant member of staff cannot, 'at her own risk', release the employer from the latter's requirement to exempt her from her obligations, either verbally or in writing.

## **Guidance provided by the Staff Medical Service**

In a university hospital such as MHH, with its complexity and its wide range of potential risks, it is not always easy to assess working conditions. The Staff Medical Service therefore provides individually tailored advice to all pregnant employees and pregnant students, also offering all supervisors/superiors assistance in making this assessment of working conditions.

For many areas of work, the Staff Medical Service already has an in-depth description of work activities that specifies protective measures to be discussed in detail with pregnant members of staff during their consultation. Additionally, in certain clinical departments, deployment of staff who are pregnant is subject to their immune status being discussed or clarified.

This does not, however, replace the requirement on the part of the supervisor/superior to instruct staff as indicated above! The detailed risk assessment, with which the pregnant employee is issued, is to be discussed with her supervisor/superior.

## **General information on health protection during pregnancy**

The general protective measures applicable in a hospital workplace – such as rigorous hand hygiene, the wearing of suitable protective gloves, other protective clothing (including safety goggles as appropriate) and the use of skin protection – must be observed with particular care in the event of pregnancy. These include attending occupational-health check-ups and making use of vaccination services (in the latter case, before pregnancy).

Activities categorized as '**unacceptable risks**' for pregnant women are those involving contact with patients who have, or are suspected of having, infections (unless the pregnant individual is immune to the pathogen concerned). These include patients suspected of being currently infected with Covid-19 or those in whom a current Covid-19 infection has been detected.

### **Studying while pregnant or breastfeeding**

The Maternity Protection Act also applies to students who are pregnant or breastfeeding. To nullify or minimize potential risks to both student and child, these students are strongly advised to arrange a consultation with the Staff Medical Service as soon as possible after finding out about the pregnancy.

Your faculty is responsible for carrying out the relevant risk assessment; this responsibility extends to individual courses. For enquiries about this, please contact your faculty's Dean of Studies and the Registrar's Office, and inform your course tutor (*Lehrverantwortlicher*) at an early stage, since these protective conditions can be met only if the relevant persons in positions of responsibility are aware of the pregnancy.

#### **Further information**

about maternity protection can be found on the Staff Medical Service section of the MHH website at: [www.mhh.de/betriebsaerztlicher-dienst](http://www.mhh.de/betriebsaerztlicher-dienst)

#### **Contact**

Betriebsärztlicher Dienst der MHH / MHH Staff Medical Service

Carl-Neuberg-Straße 1

30625 Hannover

E-Mail: [betriebsarzt@mh-hannover.de](mailto:betriebsarzt@mh-hannover.de)

Tel: 0511 532-3491

Fax: 0511 532-8491

Internet: [www.mhh.de/betriebsaerztlicher-dienst](http://www.mhh.de/betriebsaerztlicher-dienst)

#### **Office hours**

(please telephone in advance to arrange an appointment)

Monday to Thursday: 8.00 - 11.30 a.m.

Monday, Tuesday and Thursday: 3.30 - 6.00 p.m.

Friday: 8.00 a.m. - 2.00 p.m.

### 3.4 Information from and about the Registrar's Office

For those studying, pregnancy and/or or childcare (for one or perhaps even several children) constitute additional challenges. To stay on top of this new life situation, these individuals very much need to be fully informed about available support in terms of organizing their studies, financial aspects and childcare, as well as further advice if required. For help with organizing your studies, get in touch with your familiar contacts: your year tutor, your course coordinator, your lecturers and the Registrar's Office (*Studierendensekretariat*).

#### Leave during one's studies

During their pregnancy, as well as in the subsequent period when employees are entitled to parental leave, students have the option of interrupting their studies and taking a leave period. This means they can devote all their energies to adjusting to their new life circumstances, or look after their families if childcare becomes unavailable at short notice.

As no course work may be done during a period of leave, it is advisable to decide on the time and duration of this break from studies with one's year tutor or course coordinator. This discussion should of course focus on the health of mother and child while not neglecting other concerns such as financing one's studies and the option of extending the course's duration.

All information on requesting leave can be found in the Registrar's Office section of the MHH website, as can the documentation required for this. The Registrar's Office team will be happy to help you with any questions you may still have: you can send an e-mail, telephone or visit them in person.

#### Maternity protection for students

Since 1 January 2018, the new Maternity Protection Act (MuSchG) has also applied to students. This legislation's objective is to ensure that the health of pregnant and breastfeeding women is safeguarded to the highest possible level while also enabling them to continue their studies in a self-determined manner.

At MHH, syllabuses cover both contact with patients and handling/use of chemicals, hazardous substances and X-ray technology. Against this background, protection of breastfeeding mothers and mothers-to-be while enabling them to continue with their courses is very much a key organizational aspect with regard to studies.

For the Human Medicine and Dental Medicine courses of study, recommendations (in German) on practical precautions for pregnant and breastfeeding students (**Tätigkeitsempfehlungen für schwangere und stillende Studentinnen**) have been drawn up and can be viewed



in the MHH website section 'Studium von A-Z' under the heading 'Mutterschutz' (maternity protection).

### **Maternity protection for students: rights and obligations**

In this connection, as for employees, MHH is under obligation not only to conduct general risk assessments but also to take into account individual risks to mothers-to-be and breastfeeding mothers, and to take any appropriate protective measures. Individual risk assessments are carried out by course tutors.

Furthermore, if informed that a student is pregnant or breastfeeding, MHH is required to notify the relevant workplace health and safety authority (*Gewerbeaufsichtsamt*) of this. This will not have an adverse impact on the student concerned: on the contrary, the aim is to help protect her.

Advice to pregnant or breastfeeding students on their rights and opportunities under the Maternity Protection Act is available from three sources at MHH: from the Registrar's Office, from the Staff Medical Service and from Family Services.

### **Contact**

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Studierendensekretariat der MHH / Student secretariat of the MHH

Carl-Neuberg-Straße 1

30625 Hannover

E-Mail: [info.studium@mh-hannover.de](mailto:info.studium@mh-hannover.de)

Internet: [www.mhh.de/en/registrars-office](http://www.mhh.de/en/registrars-office)

### **Office hours**

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Monday: 09:00 - 12:00 a.m.

Tuesday: 09:00 - 12:00 a.m.

during the lecture-free period also on 13:30 - 15:00 p.m.

Wednesday: closed

Thursday: 09:00 - 12:00 a.m.

Friday: closed

### 3.5 Parenting benefit

Parenting benefit (*Elterngeld*), which was introduced in Germany on 1 January 2007, creates a 14-month period of 'breathing space' in which parents can adjust to family life without undue money worries. This helps them to successfully combine work and family life. It supports parents following the birth of their child by providing a replacement income for the parent with the main childcare role. Alternatively, the two parents can split childcare.

Information about parental benefit and parental leave is available online (in German) at [www.bmfsfj.de](http://www.bmfsfj.de). Here you can download (or order for postal delivery) an information-packed German-language brochure entitled '**Elterngeld, ElterngeldPlus und Elternzeit**', and use an online calculator to work out how much you are entitled to. At this site you can also find out the current state of play regarding the introduction of ElterngeldPlus (a reform of parenting benefit intended to support employment of both parents) and the 'partnership bonus' for children born on or after 1 July 2015. The brochure can also be ordered from the national government's resources office (Broschürenstelle des Bundes) on +49 (0)180 5 778090 (calls charged at 12 euro cents/min.).



 Bundesministerium  
für Familie, Senioren, Frauen  
und Jugend

**Elterngeld, ElterngeldPlus  
und Partnerschaftsbonus**

Das Bundeselterngeld im Überblick

[www.bmfsfj.de](http://www.bmfsfj.de)

**ElterngeldPlus**  
ElterngeldPlus können Sie doppelt so lange bekommen wie Basiselterngeld. Ein Monat Basiselterngeld entspricht zwei Monaten ElterngeldPlus.  
Wenn Sie nach der Geburt nicht arbeiten, ist das ElterngeldPlus dafür nur halb so hoch wie das Basiselterngeld. Wenn Sie nach der Geburt in Teilzeit arbeiten, kann das monatliche ElterngeldPlus genauso hoch sein wie das monatliche Basiselterngeld mit Teilzeit.  
ElterngeldPlus ist daher besonders lohnenswert für Eltern, die früh nach der Geburt des Kindes in Teilzeit arbeiten.

**Partnerschaftsbonus**  
Der Partnerschaftsbonus ist ein Angebot für Eltern, die sich ihre familiären und beruflichen Aufgaben partnerschaftlich untereinander aufteilen.  
Als Partnerschaftsbonus erhalten Sie vier zusätzliche ElterngeldPlus-Monate pro Elternteil, wenn Sie beide in vier aufeinanderfolgenden Monaten gleichzeitig bis zu 30 Wochenstunden arbeiten.  
Entscheiden Sie sich für den Partnerschaftsbonus, muss dieser für vier Monate am Stück bezogen werden.

Publication on  
parental benefit,  
ElterngeldPlus benefit  
and parental leave

The application form (together with factsheets and an attachment to the application for parental benefit) for requesting parental benefit / ElterngeldPlus is available from:

**www.ms.niedersachsen.de** (at Lower Saxony's Ministry of Social Affairs, Health and Gender Equality) under the menu item: Jugend und Familie / Familien, Kinder und Jugendliche / Elterngeld) Elterngeld; to download; in German) or from your local Citizens' Office (Bürgeramt).

You can also obtain the form (as well as the publications mentioned above) from MHH's Family Services.

## Contact

### Landeshauptstadt Hannover / City of Hannover

Fachbereich Jugend und Familie / Youth and Family Services

Parenting and Care Benefits

Ihmeplatz 5

Spinnereistraße 3 entrance

30449 Hannover

E-Mail: [elterngeld@hannover-stadt.de](mailto:elterngeld@hannover-stadt.de)

Tel: 0511 168-46262

Fax: 0511 168-48535

Internet: [www.beratungsstellen-in-hannover.de/elterngeld.html](http://www.beratungsstellen-in-hannover.de/elterngeld.html)

### Office hours (no need to make an appointment)

Monday, Wednesday and Thursday: 8.30–11.00 a.m.

Tuesday: 3.30–6.00 p.m.

### Telephone lines are staffed at these times:

Tuesday: 9.00 a.m.–12.00 noon

Thursday: 10.00 a.m.–3.00 p.m.

## 4 Childcare at MHH

### 4.1 MHH's 'Campuskinder' daycare facility

'MHH Kita Campuskinder', an in-house daycare facility on Hannover Medical School's campus, has existed since 1970 and offers full-day childcare all year round.



#### Target group

- Primarily for children of MHH staff who have at least a 75 per cent full-time equivalent job

#### Availability of places

- Up to 189 places for children aged from 8 weeks to 14 years

#### Groups

- 60 children in four crèche (*Krippe*) groups
- 69 children in three nursery (*Kindergarten*) groups
- Up to 48 places in two mixed-age groups with both nursery and care club children
- 12 places in an after-school care club (*Hort*)

#### Opening hours

- All year round, 5.30 a.m. to 5.30 p.m. and late opening for the late shift (i.e. childcare available until 8.30 p.m. every four weeks)
- Every other weekend: Saturdays and Sundays from 6.00 a.m. to 2.30 p.m.
- Public holidays (as per current calendar)

#### Main focuses

- Participation in the nationwide 'Little Scientists' House' (*Haus der kleinen Forscher*) project, run by the German Federal Ministry of Education and Research (BMBF), which is aimed at getting children interested in science. MHH's Campuskinder daycare facility has been certified since 2011, with the fifth recertification having taken place in November 2020.
- Bilingual education (German/English) in nursery and 'Hoki' (combined nursery and after-school care club) groups
- Learning workshop
- Regular movement/exercise sessions (including use of Hengstenberg exercise materials and 'Low T-Ball' tennis)
- 'Educational and parenting partnership' with parents
- Regular meetings with parents to discuss their child's progress
- Educational work guided by the 'situational approach'
- Use of educational and learning histories to monitor, document and facilitate educational processes
- At crèche: children undergo a gentle settling-in phase based on the 'Berlin model'





- In the HoKi facility: educational work adopting the 'open approach', holiday activities, homework supervision for schoolchildren

### For female scientific staff

- 12 crèche places for children of female scientific staff (*Wissenschaftlerinnen Nachwuchs-Krippe: WINK*). Please note: online applications for admission must mention the entitlement to a 'WINK' place, and a list of publications must be included as proof of scientific work!

### Registration

- Ongoing admissions; no more than seven months, and no less than nine months, before the desired start date
- Online registration portal: 'Kita Campuskinder' section of MHH website / *Anmeldung* (registration) (in German)

### Further information

- Appointments to see the facility in person can be made by telephone
- Information on allocation of places: admission criteria, registration, daycare rules and regulations (*Ordnung*) and contributions by parents can be found on the Kita Campuskinder section of the MHH website – link under: *Organisationshandbuch Campuskinder* (Campuskinder organizational guide)

## Contact

Medizinische Hochschule Hannover / Hannover Medical School  
MHH Kita Campuskinder / MHH 'Campuskinder' child daycare facility

Leadership team: Martin Fulst, Britta Barysch, Melanie Schulze  
Carl-Neuberg-Straße 1 · 30625 Hannover

Building Z2: nursery and crèche

Building K27: after-school care club / mixed-age group (HoKi)

Tel: 0511 532-2688, Fax: 0511 532-161105

E-Mail: [campuskinder@mh-hannover.de](mailto:campuskinder@mh-hannover.de)

Internet: [www.mhh.de/die-mhh/ressort-wirtschaftsfuehrung-und-administration/mhh-kita-campuskinder](http://www.mhh.de/die-mhh/ressort-wirtschaftsfuehrung-und-administration/mhh-kita-campuskinder)

## 4.2 'Die Hirtenkinder e.V.' parental initiative

The daycare facility called 'Die Hirtenkinder e.V.' is a parental initiative set up on the MHH campus by students and research staff in 2007. 'Die Hirtenkinder e.V.' is a registered charity. All parents whose children receive childcare here are members of this organization. This means we offer parents opportunities to directly contribute and participate.

### Target group

- Mainly for children of research staff at MHH
- Also for children of students at MHH
- Residents of the Kleefeld and Groß-Buchholz districts (in accordance with the City of Hannover's place allocation guidelines)

### Available places

- A total of 80 places for children aged between 6 months and 6 years
- Of which 75% are for children of MHH staff and 25% for MHH students

### Groups

- 30 children in two crèche groups (each of which has four professional educators)
- 50 children in two nursery groups (aged 3 to 6 years)



Photos: grounds of the Hirtenkinder facility, 2020 (Hirtenkinder website)

## Opening hours

- All year round from Monday to Friday, 07.00 a.m.–6.00 p.m., special opening hours: until 6.30 p.m.
- Closed (for internal reasons) on only five days

## Main focuses

- Bilingual education (German/English) in nursery groups, with an English native speaker in charge of each group
- Free music sessions for all children in small groups, led by a specialist in early-childhood music education
- Special support for motor development through the ball school based on the Heidelberg Model
- Cultivation of an atmosphere based on partnership, appreciation and valuing
- Stimulating environment and places of learning, conducive to the acquisition of new skills
- Regular meetings with parents concerning the child's progress
- Educational work is based on Lower Saxony's Orientation Plan for Education (*Orientierungsplan für Bildung und Erziehung*)
- Settling-in phase based on an idea from the 'Berlin model'

## Registration

- The nursery year is from 1 August to 31 July of the following year
- Places are allocated in February for start on 1 August of that year
- Only a few individual places are allocated during the year

## Further information

- The daycare facility's rules and regulations (*Satzung*) and a membership application form are available on its website under '[www.hirtenkinder.de](http://www.hirtenkinder.de) – Downloads'

## Contact

### Kindertagesstätte

'Die Hirtenkinder e.V.' child daycare facility

Manager: Lena Lorenz

Stadtfelddamm 66

30625 Hannover

Building M

Tel: 0511 532-7780

Fax: 0511 532-7786

E-Mail: [hirtenkinder@mh-hannover.de](mailto:hirtenkinder@mh-hannover.de)

Internet: [www.hirtenkinder.de](http://www.hirtenkinder.de)





Photos: Johanniter / Sylke Heun

### 4.3 'Weltkinder' daycare facility



In October 2010, a child daycare facility called 'Weltkinder', sponsored by the 'Johanniter-Unfall-Hilfe e.V.' charity, was opened at the Stadtfelddamm site on the MHH campus. Its supporting organization is the central Lower Saxony regional association (Regionalverband Niedersachsen Mitte) of Johanniter-Unfall-Hilfe e.V.

#### Target group Children of

- MHH staff, scientists at MHH, physicians at MHH
- Students, doctoral students, grant/scholarship recipients at MHH
- Residents of the Kleefeld and Groß-Buchholz districts (in accordance with the City of Hannover's place allocation guidelines) (30 crèche places)

#### Availability of places

- A total of 135 childcare places for children aged from 6 months (from 8 weeks may be possible) to 6 years
- Of these, about 25% of places are allocated to children of students

#### Groups

- 60 children in four crèche groups
- 75 children in three nursery groups

#### Opening hours

- All year round from Monday to Friday, (6.00 a.m.) 8.00 a.m.–4.30 p.m. (6.30 p.m.) (early and late shift)
- Closed on only three days (for internal reasons)



## Main focuses

- Language development (English native speakers)
- Movement/Exercise
- Promotion of social skills, and instilling values
- Experiencing nature
- Cultural education

Educational work at the facility aims at giving children the opportunity to explore and discover the world around them. Children, with their innate curiosity, their creative way of dealing with challenges and their enjoyment of learning, are at the heart of our educational planning. A specific aspect of our work is the diverse and intensive exploration of all the fine arts (literature, dance and drama, music and the visual arts). Our range of activities – including child-friendly yoga, judo, 'woodland weeks', projects, making music together, woodworking and even philosophical discussions – offer children wide-ranging opportunities for investigating themselves and the wider world.

We hold regular progress meetings with parents, as well as offering individual advisory sessions and parental coaching/counselling based on the MarteMeo approach.

## Registration

- Takes place online after the child's birth
- Childcare places are allocated between February and April for admission in August of the same year

## Further information

- Informational events for interested parents

## Contact

**Kita „Weltkinder“ der Johanniter-Unfall-Hilfe e.V. / 'Weltkinder' child daycare facility run by the Johanniter-Unfall-Hilfe e.V. charity**

Manager: Liesa Krüger

Building Z1

Stadtfelddamm 62

30625 Hannover

Tel: 0511 6420835-0

E-Mail: [kitamhh.hannover@johanniter.de](mailto:kitamhh.hannover@johanniter.de)

Internet: [www.johanniter.de/hannover/weltkinder/](http://www.johanniter.de/hannover/weltkinder/)



Photo: stock.adobe.com.de

#### 4.4 Emergency childcare provision involving pme Familienservice GmbH

For unforeseeable, emergency childcare needs at very short notice, such as when the childminder is ill, or where nurseries or schools close with only little advance notification, MHH has, since 2008 – in cooperation with **pme Familienservice GmbH** – provided an **emergency childcare service** to help take the pressure off and enable you to continue with your studies or work.

If one's usual (private or institutional) childcare is not available, and if parents have to work extra unplanned hours or attend work-related meetings arranged at short notice, all **employees** and **students at MHH** can make use of this childcare offering on 15 days a year for each child. Children aged between 8 weeks and 12 years are supervised by qualified educational staff in child-friendly facilities on the Medical School's campus on the ground floor of Building K27 (Block A) (or, on Sundays and public holidays, at the pme daycare facility in Hannover's Südstadt district). This service is available daily (365 days a year) between 5.45 a.m. and 7.00 p.m.; the period of care must be at least three hours but not exceed nine hours.

### **How does it work?**

Registering has been made easy for you and will cost you nothing: just call the pme Familienservice line (available until 6.00 p.m.) and you will be guaranteed childcare for the next day.

### **Please note**

The offering provided by pme-Familienservice GmbH is not available where childcare needs are foreseeable, such as during exam preparation periods, professional-development events or other appointments, etc. that can be scheduled.

In such cases, please use the service described in 4.6, 'Flexible childcare at MHH'.

### **Contact**

#### **pme Familienservice GmbH**

Große Düwelstraße 16-18

30171 Hannover

Tel: +49 (0)511 700200 0 (registration)

0800 801007080 (outside office hours)

Fax: +49 (0)511 700200 10

E-Mail: [hannover@familienservice.de](mailto:hannover@familienservice.de)

Internet: [www.familienservice.de/web/pme-lernwelten](http://www.familienservice.de/web/pme-lernwelten)

#### **Childcare at MHH:**

Emergency childcare OE 9761

Building K27, Block A, Level S0

#### **Further info available at:**

[www.mhh.de/familienservice/kinderbetreuung](http://www.mhh.de/familienservice/kinderbetreuung)

## 4.5 Emergency childcare with Fluxx

As a workplace, MHH has been partnered with Fluxx – the emergency childcare service of the City of Hannover and the Region Hannover authority – since 2017. Staff at MHH benefit from the preferential terms (an hourly rate of 3 euros) applicable to their children or relatives in need of support. Students can, through Fluxx partner Studentenwerk Hannover (Student Administration Hannover), obtain childcare at a rate of 2 euros an hour.

Fluxx provides emergency childcare at short notice for children aged 0 to 13 years when one's usual institutional childcare arrangements fail and all private avenues for childcare have been exhausted. Care is provided independent of daycare facility hours and school hours, depending on the emergency situation, and also at weekends. However, exceptional family circumstances are the prerequisite in all cases.

Fluxx can be used when there are unforeseeable workload peaks, when parents need to fill in for colleagues at short notice, when you are urgently required at MHH, when you are back later than planned after work-related travel and you need childcare cover, and in the event of work-related training, sudden illness or accidents, or when the child has (relatively mild) health issues. Childcare is normally provided in the family's home but is, on request, available at central (care) locations such as Fluxx's *Kinderzimmer* facilities and playgrounds.

### What do you need to do?

During the day, a personal consultation is available over the phone between 6.00 a.m. and 9.00 p.m. (call the Fluxx telephone helpline on +49 (0)511 168 32110). Night-time calls received will be processed from 6.00 a.m. the next morning.

### Contact

Landeshauptstadt Hannover / City of Hannover  
Fachbereich Jugend und Familie / Youth and Family Services  
Family Management  
Sabine Schrader  
Kurt-Schumacher-Straße 29 · 30159 Hannover



**Fluxx emergency helpline +49 (0)511 168 32110** (registration)

Internet: [www.fluxx-hannover.de](http://www.fluxx-hannover.de)

Further info available at:

[www.mhh.de/familienervice/kinderbetreuung](http://www.mhh.de/familienervice/kinderbetreuung)



## 4.6 Flexible childcare at MHH

All MHH **staff** can make use of these childcare offerings during events and all other foreseeable appointments whenever this is necessary for work-related reasons, and when their own personal childcare support network cannot help.

As a special service for MHH's clinics/departments, institutes and main facilities, the Medical School's Family Services also organizes childcare cover for events. This service, which is available for symposia, conventions, conferences and other events at MHH, covers the gaps in childcare provision in the afternoons and evenings and at weekends. Please let us know the dates of your events at least two months in advance and tell your participants that, as well as registering for the event itself, parents/guardians must specifically register with us for childcare.

Around seven per cent of **students** at MHH have children. Combining responsibility for a child and medical studies is a major challenge, and the Medical School will be pleased to help you manage this juggling act. Family Services therefore offers childcare for studying parents during examination periods, enabling you to give your undivided attention to preparing for and taking your exams.

Since the autumn of 2018, Family Services has joined forces with the General Students' Committee's (AStA) Students with Children (Studis mit Kind) project group to organize at least 15 '**study Saturdays**' throughout each academic year, enabling students with children to prepare for exams. Childcare is free on these days. These study Saturdays are funded from resources of the Studentenwerk Hannover (Student Administration Hanover) organization and the Medical School's alumni association (MHH-Alumni e.V.).

While you study in the library, your children will be well looked after by our staff. They can have lunch in the canteen together with other children, again at no cost to you. The dates are announced at the start of each academic year, both by means of leaflets and on the online **Family Portal**.

Childcare is provided for children between 8 weeks and 12 years of age.

Please indicate your childcare needs at least **eight days in advance**. The registration form (in German) can be downloaded online at: [www.mhh.de/familienservice/kinderbetreuung](http://www.mhh.de/familienservice/kinderbetreuung).

This service is provided on the MHH campus in the childcare rooms of the Family Services / Gender Equality Office in Building K27, (Block A), Level SO.

## 4.7 Childcare during the school holidays

For the children of MHH students and employees, the Medical School regularly offers childcare services during a total of **10 weeks** in the Easter, summer and autumn holidays. It does so in conjunction with other higher-education providers in Hannover, the 'Zentrum für Hochschulsport' university sports centre, and the Kreisjugendwerk youth organization of the Arbeiterwohlfahrt Region Hannover e.V. workers' welfare association (AWO). These school holiday offerings are available all day at various locations in Hannover. In the case of the 'Kids-Fit' holiday camp run by MHH's university sports organization, it is aimed at children aged between 6 and 16 years of age, with childcare offerings provided by AWO for children between 6 and 11. The holiday programmes include varied play, sports and creative sessions, excursions and other stimulating activities, as well as time to unwind and relax.

### Contact

#### Familienservice der MHH / MHH Family Services

Katja Fischer, Kerstin Bugow, Sina Eilering und Andrea Klingebiel

Gleichstellung OE 0013

Carl-Neuberg-Straße 1

30625 Hannover

Tel: +49 (0)511 532 6474

Fax: +49 (0)511 532 3441

E-Mail: [familienservice@mh-hannover.de](mailto:familienservice@mh-hannover.de)

Internet: [www.mhh.de/familienservice/kinderbetreuung](http://www.mhh.de/familienservice/kinderbetreuung)



## 5 Advisory services and childcare in Hannover

### 5.1 The City of Hannover's 'FamilienServiceBüro'

The 'FamilienServiceBüro', located in central Hannover near the main railway station, is accessible to those with restricted mobility. This office provides information, guidance and support related to family and childcare matters. Daytime care is provided in daycare facilities (*Kindertagesstätten*) and by childminders (*Kindertagespflege*).

#### Children aged 0–1

Although infants under 1 year of age are not yet legally entitled to a childcare place, they may nevertheless be given a place in Hannover if one is available in a suitable facility. If it is licensed to do so, a crèche (*Krippe*) may provide care to children aged 8 weeks and over. However, parents often use childminding services for children so young, provided the childminder has a childcare licence for this age group.

#### Children aged 1–3

Children aged 1 and over are legally entitled to a childcare place. This entitlement is met by either a crèche place or a place at a daycare facility. Parents can contact the FamilienServiceBüro and request that a place be found for their child.

#### Children from 3 years to primary-school age

Children aged 3 and over are legally entitled to a (half-day) nursery (*Kindergarten*) place. Parents can contact the FamilienServiceBüro and request that a place be found for their child. Childminding services can, in individual cases, also be used to meet the shortfall if the facility cannot provide all the hours of childcare required. The total time spent in childcare must not exceed 10 hours per day.

#### Children from primary-school age up to 14

Children of primary-school age and above no longer have any legal entitlement to a childcare place. However, a child may use a place at an after-school care club (*Hort*) or a childminding place. In general, after-school care facilities provide care up to the age of 10 (and in some cases 12). Childminders are allowed to care for children up to the age of 14.

#### Registration system for child daycare facilities

For most City of Hannover-run facilities, the child must be registered using the central registration system at [www.kinderbetreuung-hannover.de](http://www.kinderbetreuung-hannover.de). An e-mail address and a computer, tablet or smartphone are required for this.

## Childminding services

The information portal of the central registration system at [www.kinderbetreuung-hannover.de](http://www.kinderbetreuung-hannover.de) provides a list of childminders who offer childcare places. Hannover's FamilienServiceBüro provides guidance on all aspects of childminding.

Childminding can take place at the following locations:

- The childminder's own home;
- The parents' home;
- Other suitable premises (in such instances, it is usually the case that two to three individuals jointly run a childminding business, allowing them to look after up to 10 children).

Applications for financial support for a childminding place are made to, and processed by, the FamilienServiceBüro.

The FamilienServiceBüro finds places only for mainstream childcare facilities. If a child with special educational needs requires a place in a mainstream facility or a special-needs institution, this entails a separate process for which the FamilienServiceBüro provides guidance.



Photo: pixabay



The FamilienServiceBüro also provides information on family-related matters other than childcare, such as the following:

**Funding opportunities:**

- Parenting benefit (*Elterngeld*);
- Having childcare costs paid for you;
- Information on available support / foundations;

**Educational matters:**

- Schools-related information;
- Art-related, music-related and cultural activities;
- Help with language development;
- Special-education facilities.

**Leisure opportunities for children:**

- Sports clubs;
- Swimming courses for children;
- Playgrounds in Hannover's various districts;
- Children's libraries;
- Music schools;
- Cultural and other events;
- Information about holiday trips and group theme holidays.

**Contact**

**Landeshauptstadt Hannover / City of Hannover**

**FamilienServiceBüro**

Kurt-Schumacher-Str. 24

30159 Hannover

Tel: +49(0)511 168 43535 (the phone line is staffed during office hours)

E-Mail: [familienervicebuero@hannover-stadt.de](mailto:familienervicebuero@hannover-stadt.de)

Internet: [www.betreuungsboerse-hannover.de](http://www.betreuungsboerse-hannover.de) und [www.hannover.de/familie](http://www.hannover.de/familie)

**Öffnungszeiten**

Monday, Tuesday, Thursday and Friday: 9.00 a.m.–12.00 noon

Tuesday and Thursday: 3.00–6.00 p.m.

## 5.2 Hannover's 'Kinderladen' initiative

The 'Kinderladen-Initiative Hannover e.V.' (Kila-Ini e.V.) was formed in 1988. It is the umbrella organization of more than 210 non-profit parental associations which run childcare centres (*Kinderläden* / parent initiatives) in and around Hannover for children aged between 0 and 10. *Kinderläden* (literally, children's shops) are alternative, self-run childcare facilities. Offerings provided by these parental initiatives range from crèches to self-run centres for preschool children (*Kinderläden*) or for school-age children (*Schülerläden*), mixed-age groups, integrative groups and family centres.

The most notable features of these initiatives are their organizational form (i.e. as parent associations), and the tremendous commitment that the parents invest in them, as well as the educationally diversified and innovative approaches pursued. In total, the city of Hannover has over 3,300 childcare places within these initiatives, of which more than 1,000 are for the under-threes.

Kila-Ini e.V. is the body responsible for the contact and information point (Kontakt- und Beratungsstelle) as well as the personnel- and financial-management department.

If you wish to get together with other parents to form an initiative of this kind, you will receive competent guidance and support from Kila-Ini e.V.

### Contact

#### Kinderladen-Initiative Hannover e.V.

Goseriede 13a

30159 Hannover

Tel: +49 (0)511 874587 0

Fax: +49 (0)511 874587 50

E-Mail: [info@kila-ini.de](mailto:info@kila-ini.de)

Internet: [www.kila-ini.de](http://www.kila-ini.de)



### 5.3 Hannover's Student Administration

The **Welfare Advisory Service** (*Sozialberatung*) of the Studentenwerk Hannover (Student Administration Hannover) organization provides students, prospective students and graduates with guidance and help on personal, welfare-related and financial problems. This includes advice on matters including the following:

- Studying as a parent;
- Part-time work and social security;
- Funding opportunities;
- Availability of benefits during the transition between studying and working;
- Studying with a disability;
- Study costs and reductions;
- Specific problems faced by foreign students;
- All other welfare-related issues to do with studying.

In **advising students who are parents** on organizing and combining studies with family life, the Welfare Advisory Service holds informational events and, on its web pages, provides information about many aspects of life for these students:

- What do I need to know about periods of leave and organizing my studies (e.g. taking a semester off)?
- How can pregnancy and parenthood affect the availability of 'BAföG' assistance (i.e. student loans)?
- What do I need to know about periods of leave or examination arrangements?
- What rules are there that affect pregnant students doing part-time work?
- What funding can be applied for, and from which sources?
- What are the legal implications of parenthood?
- How can I organize childcare?

The issues for which information and advice is available to parents on combining studying with raising a child are many and varied, and the situations faced by students who are also parents are very diverse. An individual advisory session can therefore be a highly beneficial additional source of help. It is useful for more than merely passing on information: this consultation can be used to look at one's personal situation and to develop tailor-made solutions. And if anything (such as eligibility) needs to be clarified regarding applications for financial support, assistance is available here too.

Comprehensive information on studying as a parent is available at:  
[www.studentenwerk-hannover.de/kind.html](http://www.studentenwerk-hannover.de/kind.html).

Personal advice can be obtained at our Welfare Advisory centre (Sozialberatungsstelle) (address: Lodyweg 1 C) or during the consulting hours of the Welfare Advisory Service at Hannover Medical School.

For more complex enquiries, or if you are unable to visit us during our consulting hours, appointments at other times can be arranged.

## Contact

### **Studentenwerk Hannover / Student Administration Hannover**

Abteilung Sozialberatung

Dorothea Tschepke, Karen Tepel, Ina Klyk

Lodyweg 1 C · 30167 Hannover

Tel: +49 (0)511 76 88935, 88919 or 88922

E-Mail: [soziales@studentenwerk-hannover.de](mailto:soziales@studentenwerk-hannover.de)

For telephone advice and to arrange out-of-hours appointments, please use the above numbers.

### **Office hours of the Welfare Advisory Service**

Monday and Wednesday: 1.00–3.00 p.m.

Tuesday and Thursday: 10.00 a.m.–1.00 p.m.

### **Office hours of the Welfare Advisory Service at MHH**

Tuesday: 11.00 a.m.–2.00 p.m.

Consulting room of the General Students' Committee (AStA) (Building J2, Preclinical Training, room 1070)



### **Fluxx: Emergency childcare for students**

Students who are parents have generally got their regular childcare arrangements well-organized. But what if something unexpected happens that throws a spanner into the works? It is for emergencies such as this that the City of Hannover, the Region Hannover authority and the Studentenwerk Hannover (Student Administration Hanover) organization have set up a contact point specifically aimed at (but not only for) students, called 'Fluxx – Kinderbetreuung im Notfall' (Fluxx – Emergency Childcare).

Established in September 2014, **Fluxx - Emergency Childcare** helps parents when their usual childcare arrangements are temporarily unavailable and family, friends etc. are unable to help. All parents resident in Hannover or Wunstorf, or staff of employers that have signed up to the scheme, can use Fluxx – and, now, so can all students with a child who are enrolled at a Hannover higher-education centre.

**Fluxx** provides advice and support, information and contacts, as well as emergency care for children aged 0 to 13. To this end, Fluxx arranges carers for the family home at short notice or care elsewhere, as well as transport.

Care is provided independent of daycare facility hours and school hours, depending on the emergency situation, and also at weekends. However, exceptional family circumstances are the prerequisite in all cases.

Since 1 April 2015, the Studentenwerk Hannover has been a Fluxx partner. Since then, the following improvements have been made to Fluxx services, tailored to students' situations:

- Fluxx is a service for all students in Hannover who are also parents. Because of high rent levels in the city, living in the surrounding area is a popular option among students with children. Previously, this meant they were ineligible for Fluxx. However, the scheme is now available to all students who are enrolled at a higher-education institution in Hannover, regardless of the place of residence.

- Mothers and fathers who are students generally have to live on tighter budgets than parents who are earning. To ease the financial burden, the hourly rate for students has been reduced from 5 euros to only 2 euros per child, per hour of care provided.

Further information and the forms required are available from these sources:

'Fluxxfon' helpline: +49 (0)511 168 32110

Internet: [www.fluxx-hannover.de](http://www.fluxx-hannover.de).

## Assistance for children's groups

At the initiative of student representatives on the committees of the Studentenwerk Hannover (Student Administration Hannover) organization, students' contributions to this organization can be earmarked for student childcare needs. Students who are parents and who wish to form a children's group can obtain help from the Studentenwerk. The latter will establish contact with the 'Kinderladen-Initiative e.V.' association and will, in cooperation with Hannover's higher-education providers and student representation bodies, help find premises. Children's groups can apply for funding to buy furnishings, toys, games and other resources, and carry out small-scale renovation and extension work, etc., provided that these costs are not covered by third parties such as the City of Hannover or the State of Lower Saxony. Newly formed groups are entitled to support from the Studentenwerk in the form of one-off grants to help with necessary construction and investment costs. It is also possible to obtain an advance on already approved external funding. Under certain conditions, grants to help with ongoing running costs can also be obtained. And the Studentenwerk can help out a children's group financially if an unforeseeable need arises.

Full details of funding opportunities and application procedures can be requested from:

### Contact

#### Studentenwerk Hannover / Student Administration Hannover

Abteilung Soziales und Internationales / Welfare and International Department

Linda Wilken

Jägerstraße 5

30167 Hannover

Tel: +49 (0)511 76 88930

E-Mail: [soziales@studentenwerkhannover.de](mailto:soziales@studentenwerkhannover.de)

Internet: [www.studentenwerk-hannover.de/soziales.html](http://www.studentenwerk-hannover.de/soziales.html)



## 6 Family-friendly offerings at MHH

### 6.1 Family-friendly infrastructure at MHH

#### **Breastfeeding and baby-changing facilities**

Various breastfeeding and baby-changing facilities are available to the parents of infants and young children at Hannover Medical School. Most of the baby-changing facilities are located in the building's toilet facilities. Depending on the available space, you will find sturdy baby-changing units with a thick, soft changing mat, or baby-changing tables with shelves and a thin changing mat.

To find out where the breastfeeding and baby-changing facilities are, consult the Family Services' location map at the back of this brochure (on pages 66/67).

#### **Breastfeeding and baby-changing room in Building J1**

A convenient, inviting facility for breastfeeding, changing your baby and relaxing in is available at a central location in MHH near the library (Building J1, Level H0: preparation room next to Lecture Theatre G (Vorbereitung Hörsaal G)). The room is equipped with a baby-changing unit (including changing mat), a small table and a comfortable sofa.

This room offers both students and staff a place to feed or change their baby in peace and quiet. Pregnant students and employees can also use the room to rest and recharge their batteries during breaks.

**Opening hours:** : Monday–Friday, 8.00 a.m.–7.00 p.m.

Photo: breastfeeding and baby-changing room, Gender Equality Office





Photos: parent-and-child room for students, MHH Gender Equality Office

### **Parents' and Children's Room in Building J2 for students who are parents**

In the main teaching building (J2) there is a Parents' and Children's Room for students who are parents. It is equipped with a kitchen unit, a workstation, a travel cot and various toys and play opportunities for children. This room is next to the consulting room of the General Students' Committee (AStA) in Building J2, Preclinical Training (Vorklinik) (J2, Level 50, Room 1060) and is available for use Monday to Saturday, 6.00 a.m. to 10.00 p.m. The key can be obtained from the information desk in Building K6, from the library in Building J1 and from the Family Services / Gender Equality Office in Building K5.

### **Parent-and-child parking spaces**

There are 21 parent-and-child parking spaces on campus: in front of the Department of Gynaecology and Obstetrics (Frauenklinik, K11) and between the Department of Paediatrics (Kinderklinik) and the Dental Clinic (Zahnklinik) (K10 and K20); additional spaces are available in front of the daycare facilities.



### **Canteen cards for children**

To help students and their children have lunch together, a free canteen card (MensaCard Kids) is available from the Studentenwerk Hannover (Student Administration Hanover) organization. Students who are parents are entitled to meals for their children for up to EUR 4.10 if they also order a main course for themselves. This offer applies to children aged from 10 months to 12 years. A MensaCard Kids is available from the Family Services / Gender Equality Office if you present your student card and your child's / children's birth certificate(s).





### **Canteen / children's corner / campus bistro 'Kanne'**

The canteen (Mensa) has a microwave for heating up baby food. If you wish to use it, please speak to the canteen staff.

Children of students, staff and patients can eat and play together with other children in the play corner called 'Mensalino' at the back of the canteen, giving their parents the chance to talk and interact.

Children's high chairs are available in the canteen and the on-campus bistro called 'Kanne'.

## **6.2 What MHH's Family Services has to offer**

### **Information events**

Several times a year, as part of MHH's skills enhancement programme, Family Services offers informational events under the headings 'Pregnancy, maternity protection, parental leave – then what?', 'Women and retirement/pensions – what do I need to know?' (two events available, one of them with public-sector pensions provider VBL) and 'Caring for relatives', as well as 'Seguro' combined assertiveness and self-defence training for women. You can register online via MHH's qualification offers – especially if you're a student – directly through Family Services.

## **‘Parents and Kids Club’ sessions for students with children**

When MHH is in session and if there is sufficient interest, ‘Parents and Kids Club’ sessions for parents who are students (Eltern-Kind-Treffen für studierende Eltern) take place once a month. Students can use these times to interact, share experience and discuss problems, and to receive tips on how to combine studying and family life, financial matters, etc., while their children play together. If you’re interested, please let Family Services know. Current dates are announced via the **mailing list** and online at the Family Portal.

The sessions take place in the Family Services / Gender Equality Office’s childcare rooms in Building K27, Block A, Level SO.

## **Mailing list**

We’d like to invite you to join a mailing list for all students with children at MHH. This means you will receive invitations to events at the Medical School and information on childcare available here, new legislation, initiatives, etc. If you’re interested in staying in touch on all aspects of studying with children, then send us an e-mail with the subject line “I want to join the MHH ‘Studying as a parent’ mailing list” to [familienaudit@mh-hannover.de](mailto:familienaudit@mh-hannover.de).

The list is also intended to be a forum for communicating and sharing with other students. We’ll be happy to forward your own e-mails to subscribers on the list.

## **Contact**

### **Familienservice der MHH / MHH Family Services**

Katja Fischer, Kerstin Bugow, Sina Eilering und Andrea Klingebiel

Gender Equality OE 0013

Carl-Neuberg-Straße 1

30625 Hannover

Tel: +49 (0)511 532 6474

Fax: +49 (0)511 532 3441

E-Mail: [familienservice@mh-hannover.de](mailto:familienservice@mh-hannover.de)

Internet: [www.mhh.de/familienservice](http://www.mhh.de/familienservice)



## 6.3 'School for Parents'

MHH's Department of Gynaecology and Obstetrics (Frauenklinik) has run a 'School for Parents' (Elternschule) since 2008. There is a comprehensive programme of advice, ongoing support and information from and for parents and parents-to-be. Our target groups also include grandparents and siblings.

At the heart of our School for Parents are the breastfeeding groups on Wednesday mornings and afternoons, which are open to all and free of charge. One-to-one breastfeeding-advice sessions are also possible. As well as childbirth preparation and postnatal exercise courses paid for in whole or in part by health insurers, we provide over 40 different courses and guidance opportunities for self-payers, exercise classes for mums-to-be, various courses offering support through your child's first year, paediatric first aid, and much more besides.



Photo: advisory session on antenatal expression of colostrum – March 2020 (Gabby Jellen)

### Alles unter einem Dach



#### Contact

Medizinische Hochschule Hannover / Hannover Medical School  
Frauenklinik/Elternschule  
(Department of Gynaecology and Obstetrics/School for Parents)  
Cornelia Kastaun IBCLC  
Carl-Neuberg-Straße 1 · 30625 Hannover  
Tel: +49 (0)511 532 6682  
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## Contacts

### Medizinische Hochschule Hannover / Hannover Medical School

#### Gender Equality OE 0013

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30625 Hannover

#### Location:

K5 – S0, staff entrance, ground floor, first corridor on the left

### Gender Equality Officer

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### Other contacts in the Gender Equality Office

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MHH Family Services

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MHH Family Services

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Sexualized Discrimination and Violence

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Support for Fathers project;  
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Gender Equality in DFG Research Networks

## Members of the Advisory Council for the Family-Friendly University Audit scheme

**Prof. Dr. Michael Peter Manns**

(President)

**Prof. Dr. Frank Lammert**

(Vice-President)

**Martina Saurin**

(Vice-President)

**Mareike to Baben-Yang**

(Centre for Information Management (ZIMt); Section IV)

**Kerstin Bugow**

(Family Services)

**Simone Corpus**

(Press and Public Relations Staff Unit)

**Prof. Dr. med. Jens Dingemann**

(Fathers' Officer)

**Katja Fischer**

(Coordinator, Family Services)

**PD Dr. Volkhard Fischer**

(Director, Evaluation Office)

**Prof. Dr. Harald Genth**

(Institute of Toxicology, Section IV)

**Patrice Heinrich**

(Head of Personnel Management)

**Prof. Dr. Wolfgang Koppert**

(Director, Department of Anaesthesiology and Intensive Care Medicine; Section III)

**Petra Ludorf**

(Member of the severely disabled representative)

**Vera Lux**

(Head of the Nursing Division)

**Dr. Judith Montag**

(Institute of Molecular and Cell Physiology; Section I)

**Nadine Nelle**

(Gender Equality Officer; Head of Family Services)

**Lea Pelster**

(Student and Welfare Assistant (*Sozialreferentin*), General Students' Committee (ASTA))

**Dr. Christina Quandt**

(Department of Anaesthesiology and Intensive Care Medicine;  
Section III and Member of Staff Council)

**Marion Saathoff**

(Division Manager Paediatric Haematology / Oncology)

**Dr. Anna Saborowski**

(Department of Gastroenterology, Hepatology and Endocrinology; Section II)

**PD Dr. Anke Schnapper-Isi**

(Institute of Functional and Applied Anatomy)

**Julia Spanier**

(Student)

**Jörg Stühmeier**

(Head of Division I)







## Baby-changing facility

K6, Level H0, room 1100  
(washroom of the ladies' toilets)

## Baby-changing facility

K15, Level S0, room 1040  
(washroom of the ladies' toilets)

## Breastfeeding and baby-changing-room

K11, Level 01, room 3011  
(ward 82: only for female patients)

## Baby-changing facility

K11, Level S0, room 3071  
(washroom of the toilets)

## Baby-changing facility

K20, Level S0, room 1104  
(key available from information desk opposite)

## Baby-changing facility

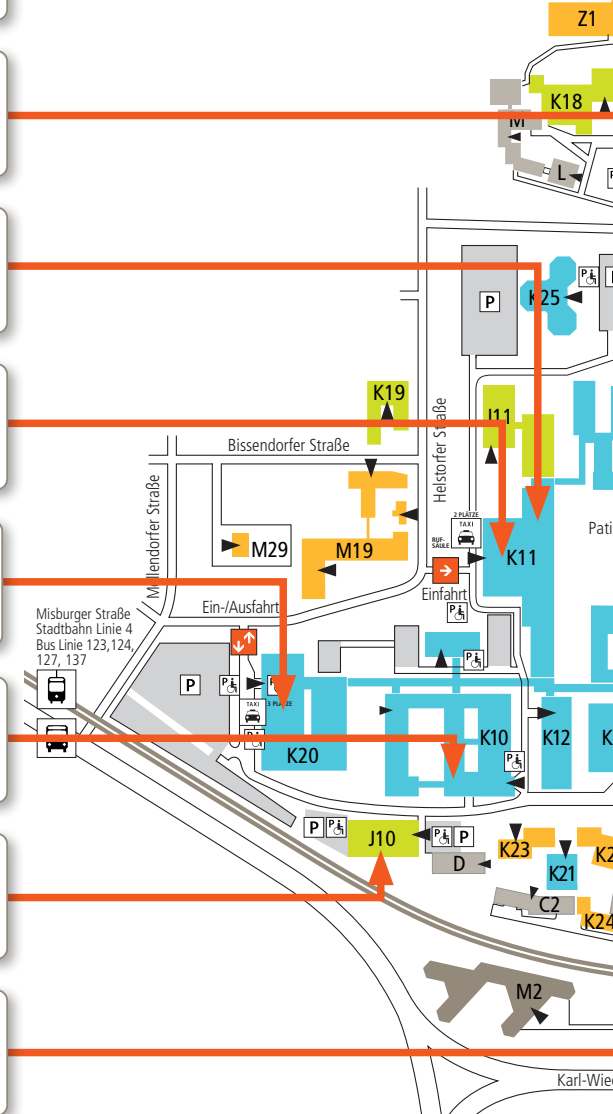
K10, Level S0, room 1560  
(ladies' and gents' toilets)

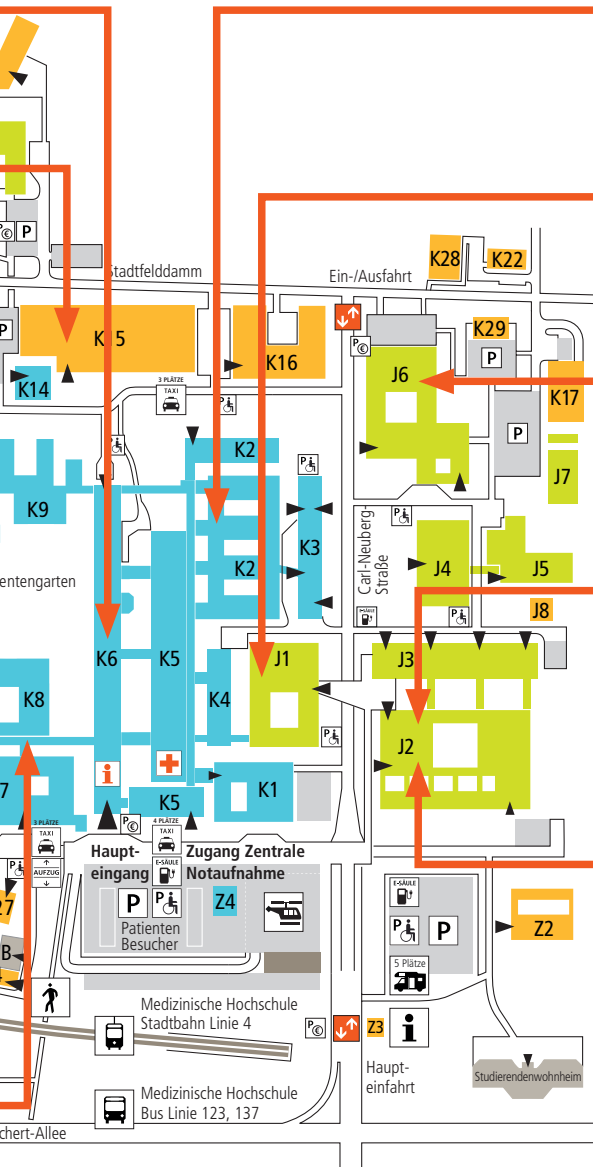
## Baby-changing facility

J10, Level S0, room 7100

## Baby-changing facility

K8, Level H0, room 1410





## Baby-changing facility

K2, Level H0, room 3150

## Breastfeeding and baby-changing-room

J1, Level H0, room 1141, preparation room for Lecture Theatre G

(opening hours: Mon-Fri. 8.00 a.m.-7.00 p.m.)

## Baby-changing facility

J6, Level S0, room 2190

## Parent-and-Child room für students

J2, Level S0, room 1060

(key from reception desk of main hospital building (K6), library or Gender Equality Office (K05)

Opening hours: Mon.-Fri. 6.00a.m.-10.00p.m., Sat. 9.00 a.m.-6.00 p.m.)

## Baby-changing facility

J2, Level S0, room 1180 und 1230

(washroom of ladies' toilets and washroom of gents' toilets)



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