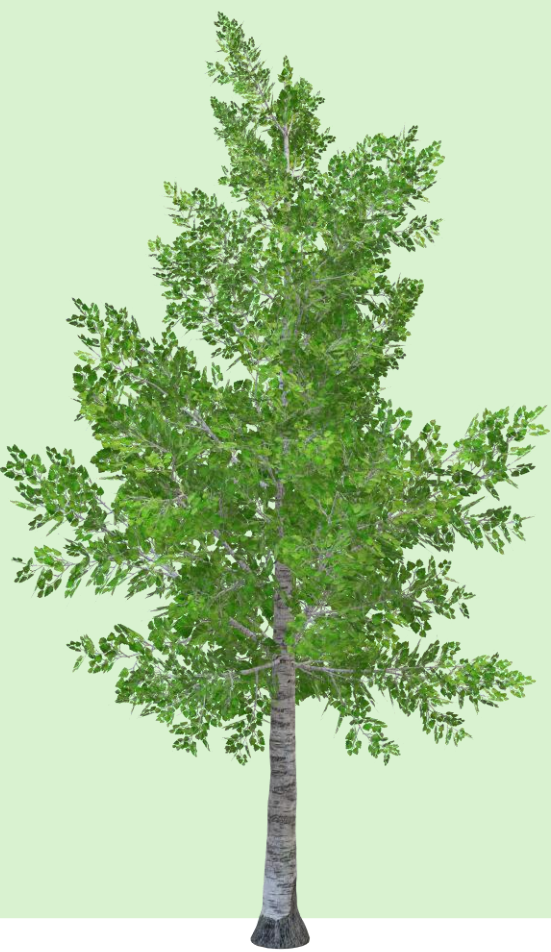




**Support and solutions
for you and your employees**



Menopause for Leaders and Line Managers

Supporting Employees Through Menopause: A Five-Step Management Framework

Name of Facilitator



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What's the first thing you think of when you hear the word menopause?

Using the chat, type one or two words that come to mind.

There are no right or wrong answers.

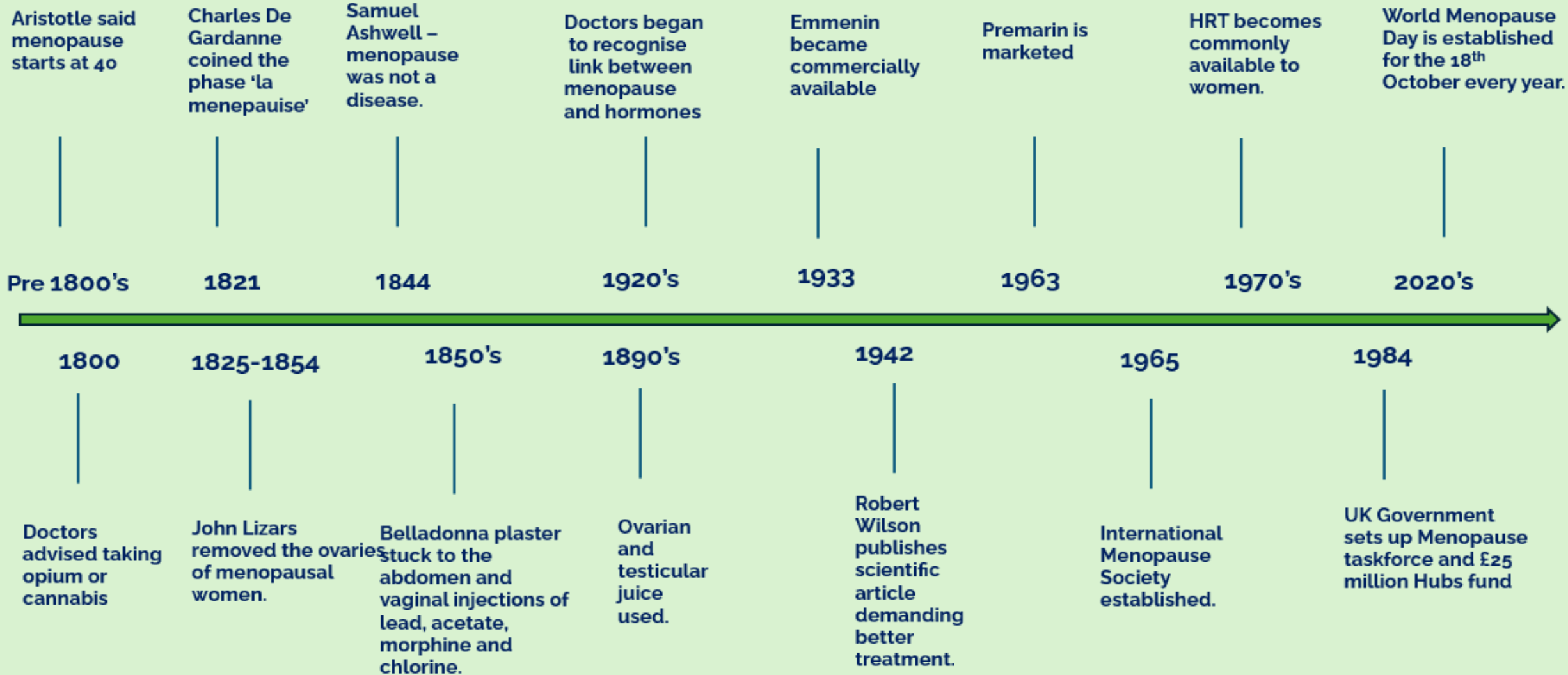
As a manager, what do you find most challenging about supporting someone within your workplace?

We'll come back to your answers at the end of today's session.



By the end of this session, you will be able to:

- Understand menopause, the different stages and how hormonal changes can affect people differently.
- Recognise how menopause may influence wellbeing, confidence, attendance, relationships and performance at work.
- Recognise the common signs and symptoms of menopause, understand the range of treatment and support options available, and appreciate how stigma can influence conversations in the workplace.
- Have supportive, respectful and psychologically safe conversations with confidence.
- Identify practical workplace support and understand your role in creating an inclusive and supportive workplace.



Menopause through the years

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Stigma and Taboo

- Embarrassment
- Stereotypes
- Workplace culture
- Cultural beliefs
- Societal impacts
- Lack of Knowledge





Premenopausal	Perimenopause	Menopause	Postmenopause
Age: puberty to mid 40's	Age: mid 40s to menopause	Age: average age is 51	Age: menopause onwards
Symptoms: typically, none related to menopause	Symptoms: mild to significant	Symptoms: vary significantly	Symptoms: mild to none.
Fertility: at its highest (some women may experience fertility issues, and this area of women's health needs further support and discussion)	Fertility: declines rapidly	Fertility: officially ends	Fertility: ended



HAIR



A Practical Management Framework

Every supportive conversation begins by noticing, not assuming.

You don't need to be a menopause expert—you need to be a supportive, informed manager.

Recognise



Think



Talk



Support



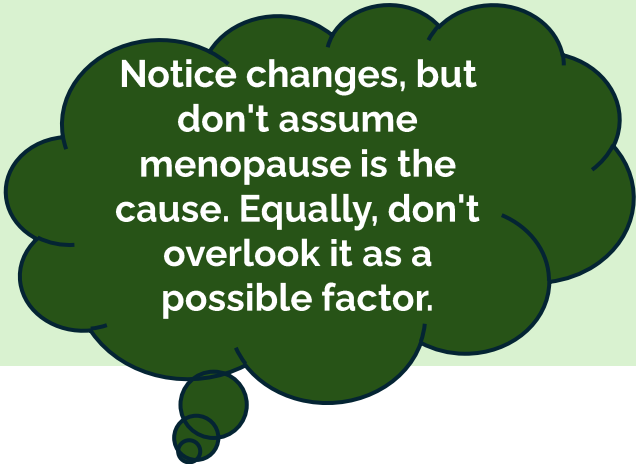
Review



Recognising When Someone May Need Support

You might notice...	It could affect...	Remember...
Difficulty concentrating	Performance and productivity	Don't make assumptions
Increased forgetfulness	Confidence and decision making	Consider what may have changed
Fatigue or reduced energy	Attendance and punctuality	Consider a supportive conversation
Increased anxiety or stress	Communication and relationships	Listen with curiosity
Reduced confidence	Participation and engagement	Everyone's experience is different

‘Managers observe changes; employees choose what they wish to share’.



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Sarah has worked in your team for 12 years.

She's experienced, reliable and well respected.

Over the last few months, you've noticed she's:

- Quieter in meetings
- Forgetting small tasks
- Looking tired
- Becoming less confident presenting
- Taking occasional short periods of sickness absence

As Sarah's manager, what are your first thoughts?

Please share your initial thoughts in the chat. There is no right or wrong answer.



Before You Start the Conversation

When you notice changes, pause and consider:

- ✓ What have I noticed?
- ✓ Has this changed over time?
- ✓ Could there be more than one explanation?
- ✓ Am I making assumptions?
- ✓ Is this the right time and place to check in?

Recognise



Think



Then act



Observe first.
Assume nothing.
Support always.

Starting the Conversation



Supportive conversations begin with curiosity, not assumptions.

Do

- ✓ Choose an appropriate time and place
- ✓ Start with what you've noticed
- ✓ Ask open questions
- ✓ Listen without judgement
- ✓ Agree next steps together

Avoid

- X Assuming menopause is the cause
- X Asking intrusive medical questions
- X Making jokes or dismissing concerns
- X Telling someone what they should / shouldn't do
- X Rushing to solutions before listening



**Start with
the person,
not the
problem.**

Thinking About Support

Before agreeing support, consider these three questions together.



Where could support help

Working environment

Working patterns

Work organisation

Management approach

Signposting

What does the person need?

Physical comfort

Fatigue and wellbeing

Concentration and confidence

Emotional support

Specialist advice

What are we trying to achieve?

Remove barriers

Improve attendance

Improve performance

Increase confidence

Help the person remain in work

Good adjustments aren't chosen from a checklist—they're agreed through conversation.



Small adjustments can make a significant difference.

Areas to explore together.

- Working environment
- Working patterns
- Workload
- Wellbeing support
- Regular review

Examples of reasonable adjustments.

- Temperature, ventilation, desk fan, access to drinking water, quieter workspace
- Flexible start and finish times, breaks, hybrid working where appropriate
- Reviewing priorities, temporary adjustments, realistic deadlines
- Occupational Health, Employee Assistance Programme, wellbeing services
- Agree what will be reviewed, when and whether adjustments remain helpful

Reasonable adjustments should be agreed together, based on individual need, and reviewed regularly as circumstances change.

Supporting Employees: Your Role as a Manager

As a manager, remember to:

- ✓ Listen without making assumptions
- ✓ Consider reasonable workplace adjustments where appropriate
- ✓ Maintain confidentiality and respect privacy
- ✓ Follow organisational policies and procedures
- ✓ Know when to involve HR or Occupational Health
- ✓ Review support regularly



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Why This Matters

Equality Act 2010

- Menopause itself is not a protected characteristic. However, employees may be protected where menopause symptoms amount to a disability or where discrimination relates to age, sex or gender reassignment.

Health and Safety at Work Act 1974

- Employers have a duty, so far as is reasonably practicable, to protect employees' health, safety and welfare at work.

As a Manager

- Follow your organisation's policies.
- Consider reasonable workplace adjustments where appropriate.
- Seek advice from HR or Occupational Health when needed.
- Treat every employee with dignity, fairness and respect.



*Good
management
combines
compassion
with good
practice.*

Reviewing Support

Support isn't a one-off conversation.



Menopause is a transition, not a fixed experience. Support should evolve as needs change.

Creating a Menopause-Inclusive Workplace

Managers can make a positive difference by:

- ✓ Creating a culture where conversations feel safe
- ✓ Treating everyone as an individual
- ✓ Knowing how to access organisational policies and support services
- ✓ Signposting to Occupational Health, HR or wellbeing services when appropriate
- ✓ Reviewing support as needs change
- ✓ Leading with empathy, fairness, consistency and respect.

Supportive leadership creates psychologically safe workplaces where people feel able to thrive.

**Good support
doesn't happen by
chance—it starts
with inclusive
leadership.**



Key Takeaways

Menopause is everyone's business because good management supports everyone.

Remember...



Recognise - Notice changes, don't assume.



Think - Pause before acting.



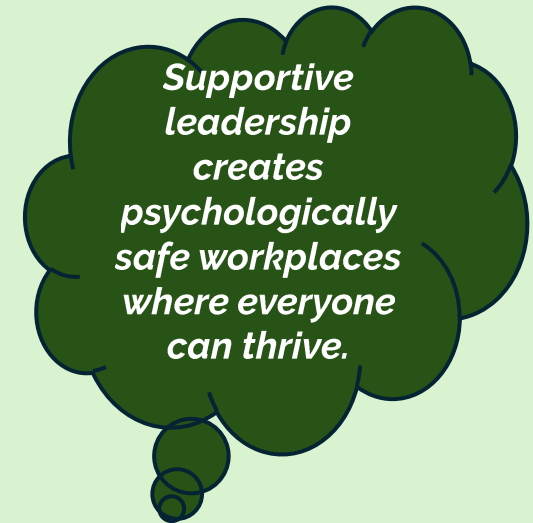
Talk – Start with the person.



Support – Agree support together.



Review - Review support as needs change.



You don't need to be a menopause expert – you need to be a supportive, informed manager.

Let's revisit our opening question.....

Has your thinking changed?

**What's the first thing that comes to
mind now when you hear the word
menopause?**

Using the chat, type one or two words.....

**Let's see how our understanding has developed
together.**



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Key Takeaways

Menopause is everyone's business because good management supports everyone.



Recognise

Notice
change
don't
assume.



Think

Pause
before
acting.



Talk

Start with
the
person.



Support

Agree
support
together.



Review

Review
support
as needs
change.

You don't need to be a menopause expert – you need to be a supportive, informed manager.

***Supportive
leadership
creates
psychologically
safe workplaces
where everyone
can thrive.***

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Thank You



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