



Declaration of Support for the Work–Life Balance Policy at Palacký University Olomouc

Introduction

Palacký University Olomouc recognises the importance of maintaining a healthy work–life balance as a key factor in promoting personal wellbeing, professional development, and the overall quality of life of its staff and students. Creating an environment that actively supports the balance between work and personal life is a cornerstone of our vision of a modern, inclusive university.

Vision

Our vision is to be a university that values diversity, fosters inclusion, and recognises the individual needs of every member of its community. We strive to make Palacký University Olomouc a model institution whose approach to work–life balance not only enhances the wellbeing of its staff and students but also contributes to greater engagement, productivity, and long-term institutional success.

Values

In promoting work–life balance, Palacký University Olomouc is guided by the following values:

- **Respect and equality:** We are committed to treating everyone fairly, regardless of their personal circumstances.
- **Support and empathy:** We strive to create a supportive environment that responds to the individual needs of our community.
- **Innovation:** We are committed to introducing modern tools and approaches that promote flexibility and wellbeing.
- **Openness:** We encourage transparent communication and the active involvement of all members of the University community in identifying and developing effective solutions.

DECLARATION

Palacký University Olomouc is committed to fostering an environment that supports a healthy work–life balance for all members of its community, including staff and students. Promoting work–life balance is recognised as one of the University's core values and forms an integral part of its institutional culture.

Achieving a healthy balance between work or study and personal life enhances the quality of life of both staff and students. It also contributes to improved performance, productivity, engagement, and overall satisfaction with work or study, while helping to reduce the negative effects of an inadequate work–life balance, such as stress, reduced wellbeing, and burnout.

The University recognises that the need to balance work, study, and personal life varies according to individual circumstances. These needs change over the course of a person's life and may be influenced by factors such as age, family circumstances, caring responsibilities, health, or commuting distance. Different groups therefore require different forms of support. This includes parents of young children, carers, members of staff experiencing long-term personal or health-related challenges, and students combining their studies with other significant commitments, including part-time or distance learning.

Through well-designed work-life balance measures and their effective communication, Palacký University Olomouc seeks to help parents remain connected with the University during parental leave and to facilitate their earlier return to work or study where appropriate. The University also aims to provide flexible arrangements that enable carers to reconcile their professional or academic responsibilities with their caring commitments. For students, flexibility plays a vital role in attracting, supporting, and retaining talented individuals by ensuring that, at key stages of their lives, they do not have to choose between their studies and family responsibilities.

Supporting work-life balance also contributes to higher staff retention, reducing employee turnover and the costs associated with the repeated recruitment and induction of new members of staff.

Finally, promoting work-life balance is an important means of advancing diversity, equity, and inclusion across the University community.

In promoting work-life balance, Palacký University Olomouc has established the following objectives:¹

1. Supporting Flexible Working Arrangements

Palacký University Olomouc is committed to making full use of flexible working arrangements, including flexible working hours, part-time employment, compressed working weeks, and job sharing. A key priority is to further develop opportunities for remote working by introducing remote working agreements across the University wherever operationally feasible, supported by clearly defined arrangements and responsibilities for both members of staff and the University.

2. Strengthening Support for Staff Taking Maternity and Parental Leave

Palacký University Olomouc is committed to strengthening the support provided to members of staff before, during, and after maternity and parental leave (hereinafter referred to as maternity/parental leave). Before commencing maternity or parental leave, staff members will be offered discussions with their line managers to ensure mutual understanding regarding their anticipated return to work, opportunities to undertake work during parental leave where appropriate, and any other relevant arrangements.

The University encourages ongoing communication with staff during maternity and parental leave where this reflects the individual's wishes and preferences.

3. Supporting Staff with Caring Responsibilities

Palacký University Olomouc is committed to supporting members of staff with caring responsibilities at every stage of life. The University will respond with sensitivity to the individual circumstances and challenges that staff may encounter during the course of their working lives. Caring responsibilities will not disadvantage or adversely affect any member of staff in employment-related processes, including recruitment, performance and appraisal processes, career development, or the assessment of career progression opportunities.

4. Developing a Family-Friendly Environment

Palacký University Olomouc will continue to develop support services for members of staff with parenting and caring responsibilities. Each University workplace will provide information about the nearest Family Point or other family-friendly facilities through dedicated infographics. The University will also seek to establish a workplace nursery or a dedicated children's play area, where feasible. Information about the University's family-friendly initiatives will continue to be published on the Fair University website in the Family-Friendly UP section.

5. Employee Benefits

¹ These objectives are based on data gathered through the survey *"How Can Palacký University Become a More Family-Friendly Place for Parents and Children?"*, conducted by the University's Communications Office in August and September 2022 among the University's staff and students, as well as data from a survey carried out by the Ministry of Labour and Social Affairs in March and April 2023 among members of staff at Palacký University Olomouc.

Palacký University Olomouc will continue to expand its range of employee benefits for staff with families. Particular emphasis will be placed on educational, cultural, and sporting activities for children of all ages as part of the University's employee benefits programme.

6. Fostering an Inclusive Organisational Culture

Palacký University Olomouc will continue to promote awareness and understanding of work-life balance through seminars, workshops, and expert-led discussions. The aim is to foster a culture of mutual respect and support for all members of staff with caring responsibilities, as well as for those seeking to achieve a healthy balance between their professional and personal lives.