

Royal Society Childcare Travel Policy

The Society can provide financial support to Research Fellows for any additional childcare costs that arise when attending conferences, collaborative research visits or invited talks directly related to their fellowship or award. This policy is also applicable to meeting organisers, Chairs and invited speakers when attending a Royal Society organised meeting or event.

Eligibility

This policy covers Research Fellows and anyone who would normally receive expenses to attend a Royal Society organised meeting or event as follows:

Research Fellows and Award Holders

- University Research Fellows, Dorothy Hodgkin Fellows, Industry Fellows, Newton International Fellows and privately-funded International Fellows who are travelling to collaborative visits, conferences/scientific meetings or are an invited speaker at a conference or meeting, which are directly associated with their Fellowship.
- Requests must be for costs associated with additional care outside of the fellow's normal routine and where alternative care arrangements cannot be made for the travel period.

Meeting Organiser(s)/Chair/Invited Speaker(s)

- Organisers, chairs and invited speakers of Royal Society scientific meetings (Discussion Meetings/ Fast-track Discussion Meetings/ Theo Murphy international scientific meetings/ Science+/ bilateral scientific meetings)
- Organisers, chairs and invited speakers of other Royal Society events e.g. Transforming our Future conferences, Pairing Scheme, policy events, parliamentary events
- Speakers and Chairs at Royal Society public events (Café Scientifique, Prize lectures, International lectures, panel discussions, book prize, diversity events)
- Standing Committee and working group Chairs and members when attending a committee /working group meeting.

Requests must be for costs associated with additional care outside of the claimant's normal routine and where alternative care arrangements cannot be made for the travel period.

Contribution

Support provided can include:

- A contribution towards travel expenses and accommodation (including flights) for the child/children under the age of 16, and if necessary, for one carer.
- Each request is limited to a maximum cost of £2,000.
- Requests in excess of £2,000 may be considered if the claimant is a nursing mother.

Number of Claims Permitted

Research Fellows and Award Holders are limited to:

- 3 requests during the tenure of a URF and DHF Fellowship award;
- 1 request during the tenure of a URF Renewal award;
- 2 requests during the 2 year FTE tenure of Industry Fellowships; and
- 2 requests during the tenure of Newton International Fellowship or privately-funded international Fellowship.

Meeting Organiser(s)/Chairs/Invited Speaker(s) are limited to:

- 1 claim per organised meeting that they are attending.

Process

Requests should be made in advance of any additional caring costs and the case for support must include:

- Purpose of travel and relevance to Fellowship/Award (Research Fellows only).
- Justification for additional support for care and why it cannot be covered by alternative arrangements, in particular if requesting costs for a spouse/partner to accompany them.
- A full breakdown of the associated costs, to include travel expenses and accommodation, and childcare costs where applicable.

Each request will be reviewed and a decision will be made regarding whether a contribution to the requested costs or the full requested amount will be made.

Exceptions

If the Research Fellow/Award Holder or meeting Organiser/Chair/Invited Speaker is a nursing mother, an exception will be made and they will not be required to provide any additional justification for their request and they can request for example the flight costs for the baby and their partner/carer to accompany them.