How to talk to your manager about menopause

Many women feel nervous about raising menopause at work. You might worry about being taken seriously, or about how it could affect how you're seen. The truth is, a supportive conversation can make a big difference. Here are some steps to help you prepare:

- 1. Get clear on what you need think about practical solutions that would help the most. Is it flexible hours, a fan on your desk, a quiet space to work or understanding around workload when symptoms flare up?
- 2. Choose the right time book a private meeting rather than mentioning it in passing. This gives you space to explain properly and keeps things confidential.
- 3. Plan your words write down what you want to say especially if your emotions are running high this helps keep it simple and focused on how you're affected and what support you need to perform at your best.
- 4. Use 'I' statements keeps it focused on your experience for example I've been experiencing brain fog and a bit more flexibility on deadlines would really help.
- 5. Share resources bring along any leaflets or your company's menopause policy to help make it a practical conversation.
- 6. Keep it open you don't have to share every personal detail keep it broad and maybe suggest a follow up meeting.
- 7. Remember your rights menopause is increasingly becoming recognised under workplace wellbeing and equality. It's not special treatment you're looking for just some fair support to help you through a tricky time.

