

Absence Principles during Coronavirus (COVID-19) pandemic

We are aligning Occupational Sick Pay with the Furlough Leave pay rules, this means:

- Employees on Long Term Sick receiving Occupational Sick Pay or Statutory Sick Pay as of 30th April 2020 will be placed onto Furlough Leave from 1st May 2020
- Employees on Long Term Sick as of 1st May 2020 will receive furlough pay in line with the Coronavirus Job Retention Scheme (CJRS), along with any top up that is agreed by the company in place at the time
- Employees on Long Term Sick who are in receipt of nil pay will not be placed onto Furlough Leave. This will be kept under review
- Employees in business-critical roles who become absent due to sickness during the time when the business has periods of furlough, (subject to the normal rules of self/GP certification) will be paid at 80% of the usual rate of sick pay and/or in-line with the latest CJRS rules
- Line Managers are still responsible for managing an employee's absence in-line with the Absence Management policy (which can be found on the intranet). If the individual's immediate Line Manager is on Furlough Leave then the responsibility passes to a manager currently working – who this is should be agreed locally