

**STAFF ABSENCE FIGURES      Second Quarter: 1st April - 30th June 2016**

**Summary**

Department	FTE	Instances	Days Available	Days Lost	% Lost
Principalship	4.1	0	262.4	0	0.00
Student Services	17.68	8	1131.52	24.5	2.17
Finance	6	4	384	31	8.07
CMIS	14.5	9	928	52	5.60
HR	6	1	384	3	0.78
Alternative Funding	10.71	2	685.44	6	0.88
Facilities	22.84	20	1461.76	176	12.04
Business	36.9	12	2361.6	29	1.23
Care	41.16	15	2634.24	188	7.14
Construction	59.33	17	3797.12	65.5	1.72
<b>TOTALS:</b>	<b>219.22</b>	<b>88</b>	<b>14030.08</b>	<b>575</b>	<b>4.10</b>

**LONG-TERM SICKNESS (any absence over 3 weeks)**

Department	FTE	Days Available	Days Lost	% long-term sickness	No staff long-term sickness
Principalship	4.1	262.4	0	0.00	0
Student Services	17.68	1131.52	0	0.00	0
Finance	6	384	25	6.51	1
CMIS	14.5	928	36	3.88	2
HR	6	384	0	0.00	0
Alternative Funding	10.71	685.44	0	0.00	0
Facilities	22.84	1461.76	148	10.12	4
Business	36.9	2361.6	0	0.00	0
Care	41.16	2634.24	148	5.62	4
Construction	59.33	3797.12	9	0.24	1
<b>TOTALS:</b>	<b>219.22</b>	<b>14030.08</b>	<b>366</b>	<b>2.61</b>	<b>12</b>

**SHORT-TERM SICKNESS (any absence under 1 week)**

Department	FTE	Days Available	Days Lost	% short-term sickness	No staff short-term sickness
Principalship	4.1	262.4	0	0.00	0
Student Services	17.68	1131.52	10.5	0.93	6
Finance	6	384	6	1.56	3
CMIS	14.5	928	11	1.19	5
HR	6	384	3	0.78	1
Alternative Funding	10.71	685.44	6	0.88	2
Facilities	22.84	1461.76	28	1.92	12
Business	36.9	2361.6	19	0.80	9
Care	41.16	2634.24	15	0.57	8
Construction	59.33	3797.12	24.5	0.65	8
<b>TOTALS:</b>	<b>219.22</b>	<b>14030.08</b>	<b>123</b>	<b>0.88</b>	<b>54</b>

Staff Category	Instances	Medical Cert.	Self Cert.
Lecturing	26	6	20
Support	62	16	46
<b>TOTALS:</b>	<b>88</b>	<b>22</b>	<b>66</b>

**Rolling Comparisons:****By Department:**

Department	% time lost 2nd quarter 2015	% time lost 3rd quarter 2015	% time lost 4th quarter 2015	% time lost 1st quarter 2016	% time lost 2nd quarter 2016
Principalship	0.00	11.23	24.39	0.00	0.00
Student Services	4.27	1.91	4.98	4.96	2.17
Finance	1.08	15.34	4.24	1.64	8.07
CMIS	7.23	16.13	10.03	4.41	5.60
HR	1.24	2.92	0.00	1.94	0.78
Alt. Funding	14.12	10.08	11.17	4.98	0.88
Facilities	8.00	7.08	10.78	13.84	12.04
Business	3.00	2.58	3.30	3.25	1.23
Care	3.64	3.53	7.70	9.54	7.14
Construction	4.21	0.76	1.38	3.59	1.72

**Staff Category - Percentages:**

Staff Category	2nd quarter 2015	3rd quarter 2015	4th quarter 2015	1st quarter 2016	2nd quarter 2016
Lecturing	1.80	1.43	2.25	2.43	0.95
Support	2.97	3.15	3.60	3.40	3.15
<b>TOTAL:</b>	<b>4.77</b>	<b>4.58</b>	<b>5.85</b>	<b>5.83</b>	<b>4.1</b>

**Staff Category - Instances:**

Staff Category	2nd quarter 2015	3rd quarter 2015	4th quarter 2015	1st quarter 2016	2nd quarter 2016
Lecturing	25	25	28	36	26
Support	45	51	33	73	62
<b>TOTAL:</b>	<b>70</b>	<b>76</b>	<b>61</b>	<b>109</b>	<b>88</b>