

STAFF ABSENCE FIGURES

Fourth Quarter: 1st October - 31st December 2017

Summary

Department	FTE	Instances	Days Available	Days Lost	% Lost
Principalship	4.4	0	259.6	0	0.00
Student Services	19.83	11	1169.97	39.5	3.38
Finance	5.5	7	324.5	37	11.40
CMIS	15	12	885	32	3.62
HR	6.5	5	383.5	8	2.09
Alternative Funding	10.36	8	611.24	49	8.02
Facilities	21.54	20	1270.86	208	16.37
Business	37.93	18	2237.87	112.1	5.01
Care	43.3	35	2554.7	155	6.07
Construction	59.59	23	3515.81	339	9.64
TOTALS:	223.95	139	13213.05	979.6	7.46

LONG-TERM SICKNESS (any absence over 3 weeks)

Department	FTE	Days Available	Days Lost	% long-term sickness	No staff long-term sickness
Principalship	4.4	259.6	0	0.00	0
Student Services	19.83	1169.97	15.5	1.32	1
Finance	5.5	324.5	0	0.00	0
CMIS	15	885	0	0.00	0
HR	6.5	383.5	0	0.00	0
Alternative Funding	10.36	611.24	26	4.25	1
Facilities	21.54	1270.86	173	13.61	4
Business	37.93	2237.87	59	2.64	1
Care	43.3	2554.7	74	2.90	2
Construction	59.59	3515.81	287	8.16	7
TOTALS:	223.95	13213.05	634.5	4.80	16

SHORT-TERM SICKNESS (any absence under 1 week)

Department	FTE	Days Available	Days Lost	% short-term sickness	No staff short-term sickness
Principalship	4.4	259.6	0	0.00	0
Student Services	19.83	1169.97	14	1.20	6
Finance	5.5	324.5	10	3.08	3
CMIS	15	885	17	1.92	8
HR	6.5	383.5	8	2.09	3
Alternative Funding	10.36	611.24	7	1.15	4
Facilities	21.54	1270.86	20	1.57	12
Business	37.93	2237.87	25.5	1.14	13
Care	43.3	2554.7	61	2.39	27
Construction	59.59	3515.81	16	0.46	12
TOTALS:	223.95	13213.05	178.5	1.35	88

Staff Category	Instances	Medical Cert.	Self Cert.
Lecturing	56	14	42
Support	83	11	72
TOTALS:	139	25	114

Rolling Comparisons:

By Department:

Department	% time lost 4th quarter	% time lost 1st quarter	% time lost 2nd quarter 2017	% time lost 3rd quarter	% time lost 4th quarter
Principalship	0.00	0.00	0.00	0.75	0.00
Student Services	1.64	1.66	0.51	1.91	3.38
Finance	2.12	1.76	1.17	5.37	11.40
CMIS	7.95	9.93	6.20	9.08	3.62
HR	3.95	0.81	0.65	0.55	2.09
Alt. Funding	0.34	0.33	2.45	4.75	8.02
Facilities	5.81	7.76	8.97	4.00	16.37
Business	2.68	5.24	2.06	1.81	5.01
Care	9.80	9.33	6.83	4.41	6.07
Construction	8.00	7.68	6.92	5.53	9.64

Staff Category - Percentages:

Staff Category	4th quarter 2016	1st quarter 2017	2nd quarter 2017	3rd quarter 2017	4th quarter 2017
Lecturing	3.3	3.96	4.12	4.16	7.62
Support	2.63	2.40	5.58	4.24	7.3
TOTAL:	2.96	3.18	4.85	4.20	7.46

Staff Category - Instances:

Staff Category	4th quarter 2016	1st quarter 2017	2nd quarter 2017	3rd quarter 2017	4th quarter 2017
Lecturing	48	53	26	23	56
Support	67	71	53	58	83
TOTAL:	115	124	79	81	139