

STAFF ABSENCE FIGURES

Fourth Quarter: 1st October - 31st December 2018

Summary

Department	FTE	Instances	Days Available	Days Lost	% Lost
Principalship	4.4	0	264	0	0.00
Student Services	21.96	7	1317.6	13	0.99
Finance	5.5	2	330	6	1.82
CMIS	15	14	900	29	3.22
HR	6.6	3	396	5	1.26
Alternative Funding	12.45	6	747	23	3.08
Facilities	22.63	15	1357.8	41	3.02
Business	38.89	18	2333.4	109	4.67
Care	43.73	26	2623.8	148	5.64
Construction	62.6	15	3756	66	1.76
TOTALS:	233.76	106	14025.6	440	2.96

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	264	0	0.00	0
Student Services	21.96	1317.6	0	0.00	0
Finance	5.5	330	0	0.00	0
CMIS	15	900	0	0.00	0
HR	6.6	396	0	0.00	0
Alternative Funding	12.45	747	0	0.00	0
Facilities	22.63	1357.8	0	0.00	0
Business	38.89	2333.4	72	3.09	2
Care	43.73	2623.8	87	3.32	2
Construction	62.6	3756	41	1.09	1
TOTALS:	233.76	14025.6	200	1.43	5

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	272.8	0	0.00	0
Student Services	20.7	1283.4	13	1.01	7
Finance	6.5	403	1	0.25	1
CMIS	15	930	23	2.47	6
HR	5.6	347.2	5	1.44	2
Alternative Funding	13.45	833.9	8	0.96	3
Facilities	22.12	1371.44	19	1.39	9
Business	37.06	2297.72	21	0.91	14
Care	41.94	2600.28	41	1.58	20
Construction	59.69	3700.78	20	0.54	11
TOTALS:	226.46	14040.52	151	1.08	73

Staff Category	Instances	Medical Cert.	Self Cert.
Lecturing	46	6	40
Support	60	5	55
TOTALS:	106	11	95

Rolling Comparisons:

By Department:

Department	% time lost 4th quarter	% time lost 1st quarter 2017	% time lost 2nd quarter 2017	% time lost 3rd quarter	% time lost 4th quarter
Principalship	0.00	0	0.00	0.00	0
Student Services	3.38	2.06	1.91	0.94	0.99
Finance	11.40	1.79	2.31	0.99	1.82
CMIS	3.62	3.06	8.68	3.76	3.22
HR	2.09	1.70	0.55	1.44	1.26
Alt. Funding	8.02	10.87	0.59	3.48	3.08
Facilities	16.37	19.17	13.20	6.16	3.02
Business	5.01	6.66	2.79	1.89	4.67
Care	6.07	4.97	3.53	2.31	5.64
Construction	9.64	8.82	5.11	3.19	1.76

Staff Category - Percentages:

Staff Category	4th quarter 2017	1st quarter 2018	2nd quarter 2018	3rd quarter 2018	4th quarter 2018
Lecturing	7.62	7.57	5.71	2.58	3.71
Support	7.3	7.07	4.02	3.11	2.2
TOTAL:	7.46	7.32	4.87	2.85	2.96

Staff Category - Instances:

Staff Category	4th quarter 2017	1st quarter 2018	2nd quarter 2018	3rd quarter 2018	4th quarter 2018
Lecturing	56	55	28	18	46
Support	83	78	55	44	60
TOTAL:	139	133	83	62	106