

EAST AYRSHIRE COUNCIL

EDUCATION COMMITTEE - 12 SEPTEMBER 2006

ABSENCE MANAGEMENT REPORT QUARTER 2 (1 APRIL– 30 JUNE 2006)

Report by Executive Director of Educational and Social Services

1. PURPOSE OF REPORT

- 1.1** To advise Members of the Education Committee of absence rates for teaching and APT & C Staff in Educational Services for the period 1 April – 30 June 2006.

2. BACKGROUND

- 2.1** Historical data for this period is detailed in Appendix A to assist members in considering the absence rates and comparing over equivalent periods. Appendix B contains the data for the previous 2 years, on a quarterly basis for comparison.

3. ANALYSIS OF QUARTERLY ABSENCE RATES

- 3.1** The department's absence rates for the period 1 April – 30 June 2006 was 4.14 % for APT & C employees and 2.87 % for Teachers. This compares to 3.04% for APT & C employees and 3.11 % for Teachers for the period 1 April – 30 June 2005.

4. DIRECTOR'S COMMENTS

- 4.1** With regard to the absence levels reported for Quarter 2, 2006 the following can be noted:
- 4.1.1** There is considerable variation in absence both between groups of employees and at different times of year.
- 4.1.2** Absence rates also vary from one section or establishment to another. The Personnel Section monitors the situation closely and is ensuring that Authority Absence Management procedures are being followed. The Department of Educational and Social Services supports all of the corporate initiatives related to health at work.
- 4.1.3** During this quarter 35 Absence Reviews and Follow-Up Meetings were held by the Educational and Social Services. There were 14 referrals to the Occupational Health Service.
- 4.1.4** A detailed review of individual record cards within each section has been carried out to ensure that the Council's Managing Absence Policy is being adhered to in terms of Absence Review Meetings.

5. FINANCIAL IMPLICATIONS – COST OF ABSENCE

- 5.1** It should be noted that not all categories of staff are replaced by temporary employees during absence and, in such cases, there are no additional direct costs. However, for staff such as teachers and where children with additional support needs are concerned, replacement staff are supplied and this incurs costs. Such costs are built into the 'Supply Cover' budgets of both individual school and authority staffing budgets.

6. LEGAL/POLICY IMPLICATIONS

- 6.1** Absenteeism within Educational Services is being managed in accordance with Council Policy and employment legislation.

7. RECOMMENDATIONS

- 7.1** It is recommended that members:
- (i) note the contents of this report.

Graham Short
Executive Director of Educational and Social Services
21 August 2006

JS/LC

LIST OF BACKGROUND PAPERS

1. Departmental Return – Quarter 2, 2006
2. Departmental Return – Quarter 2, 2005

Anyone wishing further information should contact Janice Shaw, Personnel Manager (Schools) on 01563 578114.

Implementation Officer – John McCarney, Head of Service: Schools Support

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ABSENCE MANAGEMENT REPORT QUARTER 2 (1 APRIL – 30 JUNE 2006)
& QUARTER 2 (1 APRIL – 30 JUNE 2005)

HISTORICAL DATA

1. ANALYSIS OF QUARTERLY ABSENCE RATES

- 1.1 Absence statistics in the sections within the Department of Educational and Social Services are detailed below to assist members in considering the absence rates.

APT&C EMPLOYEES

Comparison between Quarter 2, 2006 – Quarter 2, 2005

SECTION	Quarter 2 2006	Quarter 2 2005	% INCREASE / DECREASE
Secondary	3.32 %	3.50 %	- 0.18%
Primary	3.25 %	4.15 %	- 0.90%
Special	3.33 %	1.75 %	+1.58 %
Nursery	6.94 %	4.39 %	+2.55 %
Others	2.27 %	2.54 %	- 0.27 %

TEACHERS

Comparison between Quarter 2 2006 and Quarter 2 2005

SECTION	Quarter 2 2006	Quarter 2 2005	% INCREASE / DECREASE
Secondary	2.79 %	3.02 %	- 0.23 %
Primary	3.30 %	3.68 %	- 0.38 %
Special	1.40 %	4.10 %	- 2.70 %
Nursery	5.90 %	2.30 %	+ 3.60 %
Others	1.10 %	0.60 %	+ 0.50 %

EAST AYRSHIRE COUNCIL

EDUCATION COMMITTEE – 12 SEPTEMBER 2006

ABSENCE MANAGEMENT REPORT QUARTER 2 2006 - QUARTER 3 2005

HISTORICAL DATA

1. ANALYSIS OF QUARTERLY ABSENCE RATES

- 1.1 Absence statistics in the sections within the Department of Educational and Social Services are detailed below to assist members in considering the absence rates.

APT&C EMPLOYEES

Comparison between Quarter 2 2006 and Quarter 2 2005

SECTION	Q2 2006 (1.4.06 – 30.06.06)	Q2 2005 (1.4.05 – 30.6.05)	% INCREASE / DECREASE
Secondary	3.32 %	3.50%	- 0.18 %
Primary	3.25 %	4.15 %	- 0.90 %
Special	3.33 %	1.75 %	+ 1.58 %
Nursery	6.94 %	4.39 %	+ 2.55 %
Others	2.27 %	2.54 %	- 0.27 %

Comparison between Quarter 1 2006 and Quarter 1 2005

SECTION	Q1 2006 (1.1.06 – 31.3.06)	Q1 2005 (1.1.05 – 31.3.05)	% INCREASE / DECREASE
Secondary	4.83 %	4.77 %	+ 0.06 %
Primary	6.32 %	5.25 %	+ 1.07 %
Special	6.11 %	7.38 %	- 1.27 %
Nursery	7.52 %	7.84 %	- 0.32 %
Others	4.04 %	2.95 %	+ 1.09 %

Comparison between Quarter 4 2005 and Quarter 4 2004

SECTION	Q4 2005 (1.10.05 – 30.12.05)	Q4 2004 (1.10.04 – 31.12.04)	% INCREASE / DECREASE
Secondary	4.20 %	5.15 %	- 0.95 %
Primary	6.69 %	3.04 %	+ 3.65 %
Special	2.47 %	2.79 %	- 0.32 %
Nursery	5.96 %	7.02 %	- 1.06 %
Others	1.78 %	5.15 %	- 3.37 %

Comparison between Quarter 3 2005 and Quarter 3 2004

SECTION	Q3 2005 (1.7.05 – 30.9.05)	Q3 2004 (1.7.04 – 30.9.04)	% INCREASE / DECREASE
Secondary	2.10 %	2.68 %	- 0.58 %
Primary	5.14 %	4.48 %	+0.66 %
Special	3.85 %	2.76 %	+1.09 %
Nursery	3.54 %	7.62%	-4.08 %
Others	2.36 %	3.27 %	- 0.91 %

Council Target: 4%

TEACHERS

Comparison between Quarter 2 2006 and Quarter 2 2005

SECTION	Q2 2006 (1.4.06 – 30.6.06)	Q2 2005 (1.4.05 – 30.6.05)	% INCREASE / DECREASE
Secondary	2.79 %	3.02 %	- 0.23 %
Primary	3.30 %	3.68 %	- 0.38 %
Special	1.40 %	4.10 %	- 2.70 %
Nursery	5.90 %	2.30 %	+ 3.60 %
Others	1.10 %	0.60 %	+ 0.05 %

Comparison between Quarter 1 2006 and Quarter 1 2005

SECTION	Q1 2006 (1.1.06 – 31.3.06)	Q1 2005 (1.1.05 – 31.3.05)	% INCREASE / DECREASE
Secondary	2.96 %	3.40 %	- 0.44 %
Primary	3.42%	4.40 %	- 0.98 %
Special	1.90 %	4.20 %	- 2.30 %
Nursery	4.80 %	7.80 %	- 3.00 %
Others	0.80 %	0.80 %	0.00 %

Comparison between Quarter 4 2005 and Quarter 4 2004

SECTION	Q4 2005 (1.10.05 – 30.12.05)	Q4 2004 (1.10.04 – 31.12.04)	% INCREASE / DECREASE
Secondary	2.80 %	3.30 %	- 0.50 %
Primary	3.50 %	4.00 %	- 0.50 %
Special	0.40 %	4.80 %	- 4.40 %
Nursery	5.00 %	3.30 %	+ 1.70%
Others	0.10 %	0.10 %	0.00 %

Comparison between Quarter 3 2005 and Quarter 3 2004

SECTION	Q3 2005 (1.7.05 – 30.9.05)	Q3 2004 (1.7.04 – 30.9.04)	% INCREASE / DECREASE
Secondary	2.50 %	2.40 %	+ 0.10 %
Primary	2.70 %	3.10 %	- 0.40 %
Special	0.30 %	3.60 %	- 3.30 %
Nursery	4.20 %	2.80 %	+ 1.40 %
Others	0.00 %	0.00 %	0.00 %

Council Target: 4%