

# EAST AYRSHIRE COUNCIL

## EDUCATION COMMITTEE – 18 SEPTEMBER 2001

### ABSENCE MANAGEMENT REPORT QUARTER 1 JANUARY – 31 MARCH 2001

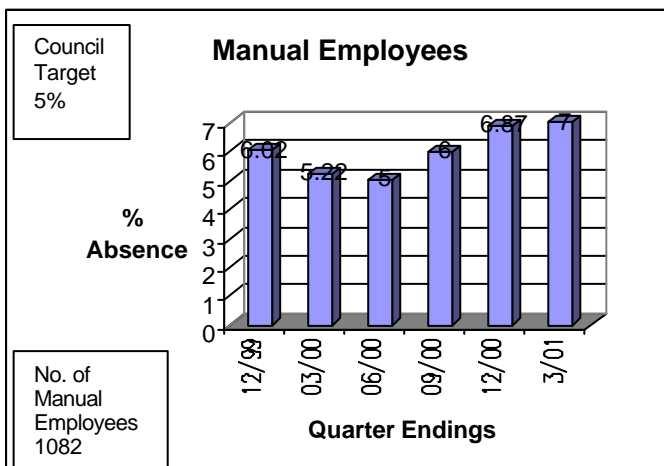
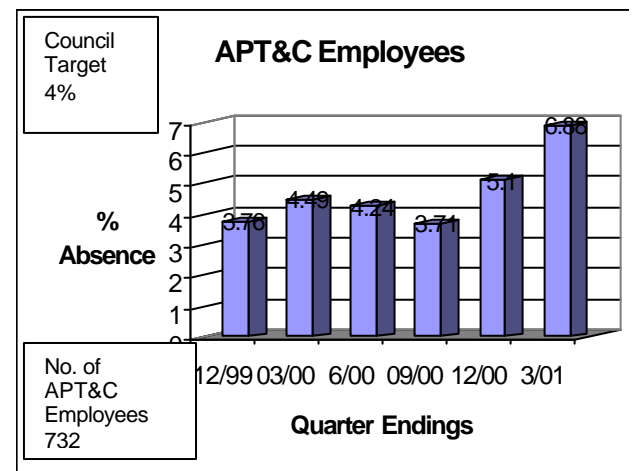
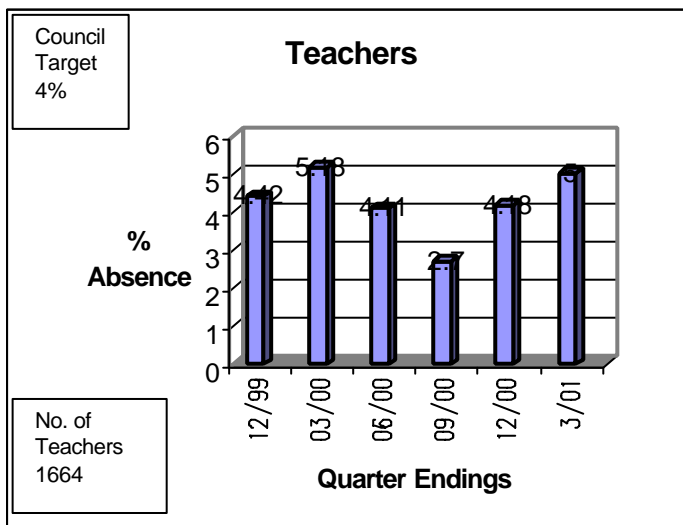
#### Report by the Director of Educational and Social Services

#### 1. PURPOSE OF REPORT

1.1 The purpose of this report is to advise the Committee of absence rates for the Department of Educational and Social Services (former Education employees) for the quarterly period 1 January – 31 March 2001.

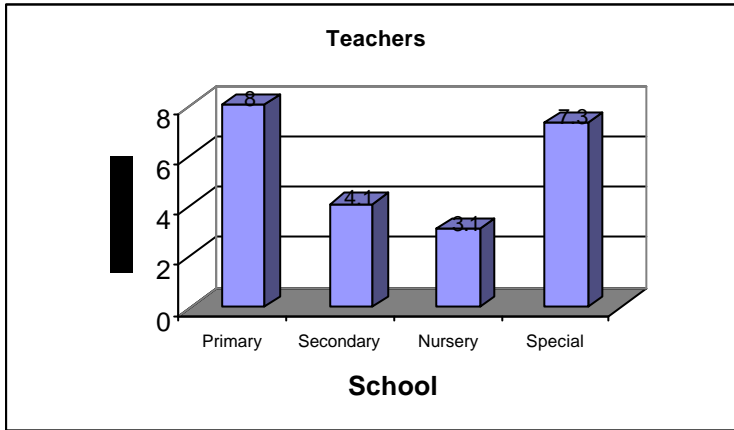
#### 2. HISTORICAL INFORMATION

2.1 Absence statistics for the six quarterly periods from December 2000 – March 2000 are shown against the Council's targets in the following graphs:-

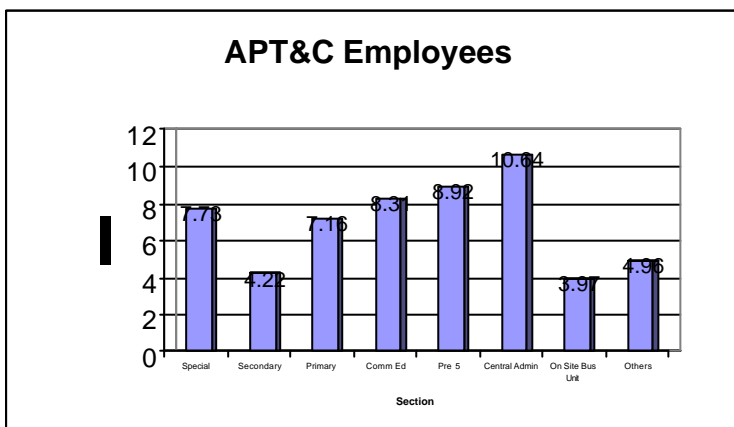


### 3. ANALYSIS OF QUARTERLY ABSENCE RATES

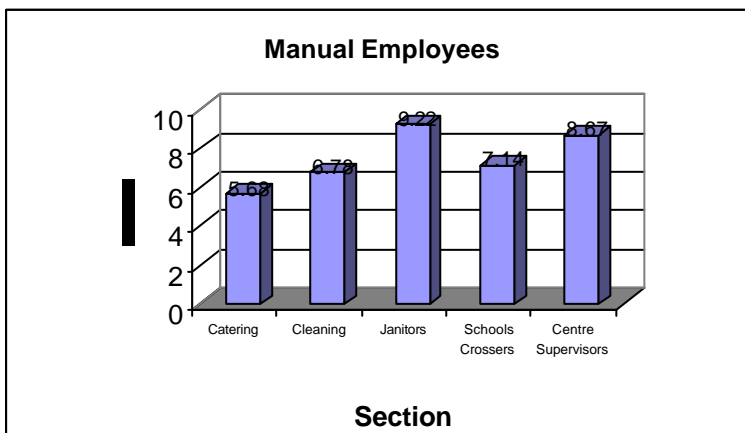
#### 3.1 Absence statistics by section in reporting quarter 1 January – 31 March 2001



Council  
Target  
4%

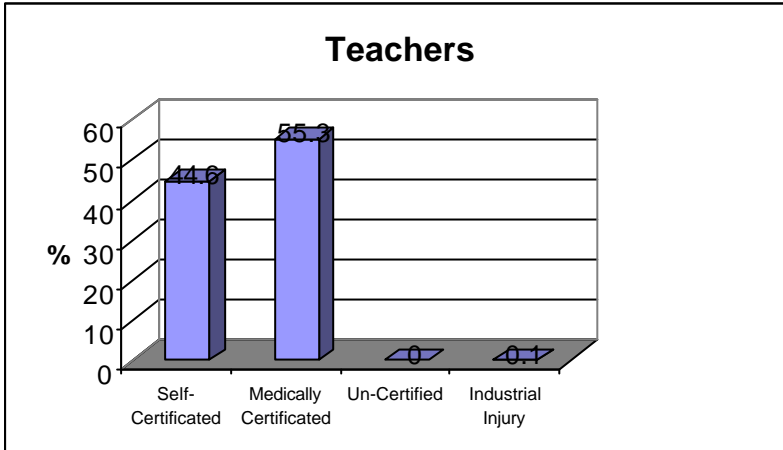


Council  
Target  
4%

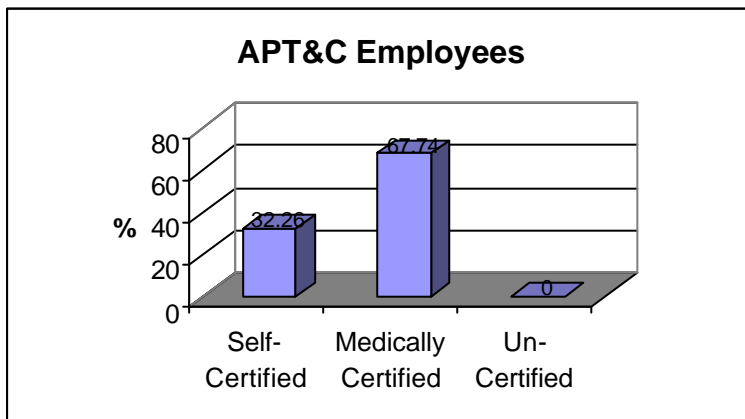


Council  
Target  
4%

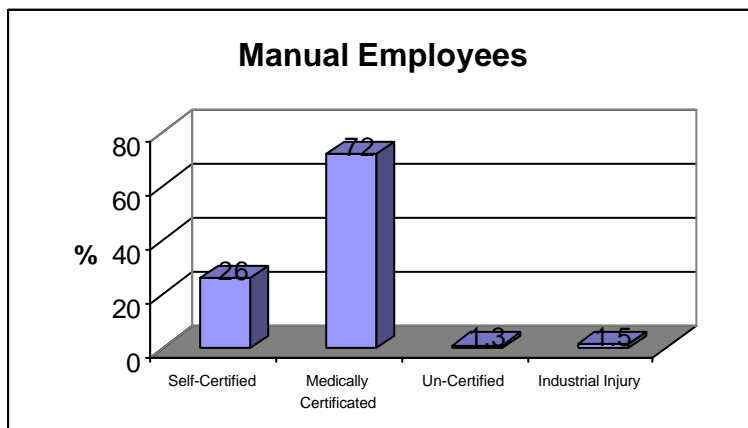
**3.2** Absence statistics by levels of certification in reporting quarter - 1 January – 31 March 2001.



Total Days Lost 4630



Total Days Lost 2861



Total Days Lost 4441

#### **4. DIRECTOR'S COMMENTS**

- 4.1 There is considerable variation in absence both between groups of employees and at different times of year. 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.

#### **5. LEGAL/POLICY IMPLICATIONS**

- 5.1 Absenteeism within the Department of Educational and Social Services is being managed in accordance with Council policy and employment legislation.

#### **6. FINANCIAL IMPLICATIONS**

- 6.1 Not all categories of staff are replaced by temporary employees during absence. In such cases there are no additional direct costs. However, for staff such as teachers and where children with special educational needs are concerned replacement staff have to be found, therefore incurring costs.

#### **7. RECOMMENDATIONS**

- 7.1 The Committee is asked to note the contents of this report.

**John Mulgrew**  
**Director of Educational & Social Services**  
**29 August 2001**  
**JS/LR**

#### **LIST OF BACKGROUND PAPERS**

Nil

Any member wishing further information should contact Janice Shaw,  
Personnel Manager (Schools) 01563 576045.

**Implementation Officer – Graham Short**

**AGENDA**