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TITLE: Long Term Sick Leave Policy

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SETA provides comprehensive protection for staff in the event of long term sick leave through the following: -

- 26 weeks full pay for authorised leave
- Permanent Health Insurance Scheme thereafter

These arrangements are long standing and shall continue for the benefit of staff.

Recent events, an ageing workforce and changes in a high competitive business environment are issues that need addressing and demonstrate that changes in policy are required.

These proposals commence with the objective of ensuring that staff are fit and able to return to work at the earliest opportunity.

To achieve this it is important that staff are able to:

- Rest and recuperate after illness or injury
- Follow a rehabilitation programme
- Have the option of part time working on a temporary basis

It is also important that regular communication is made with the absentee via:

- Weekly telephone calls and
- Monthly home visits by a member of staff

Every encouragement shall be given to enable the person to return to normal working and administration duties may be suitable for completion at home.

- Review of payments i.e. discretionary
- Individual cases assessed on own merits