

Isolation Pay Statement – COVID-19 and School Closures

Following the release of the Government's 'Test and Trace' programme, we want to clarify the arrangements for staff who may be affected by the need to self-isolate.

If you, or somebody in your household, shows symptoms

If you show symptoms, you should isolate for ten days and report this to your line manager. If you are not fit to work during this time, you should report yourself as 'ill' into staff absence in the same way you would do so normally. If you are fit and well enough to work from home, you will remain on full pay. If you report in as 'ill', the normal sick pay benefit will apply.

If a member of your household displays symptoms, you should isolate for ten days and report this to your line manager. You will remain on full pay if you are able to work from home. If you develop symptoms during this time, you should follow the above procedure.

If you are told to isolate because you have been in contact with somebody who has tested positive

If you are told to isolate by the NHS 'Test and Trace' programme, you will remain on full pay if you are able to work from home. If you, or a member of your household, develops symptoms, you should follow the above procedures.

If you have been told to formally shield or chose to continue to shield

From 1st August 2020, shielding has been paused nationally by the Government. Clinically vulnerable and extremely clinically vulnerable staff are therefore expected to return to work under a risk assessment. Risk assessments for affected staff were carried out by the Executive Principal prior to reopening in September 2020 and have been reviewed during the week of Monday 2nd November.

Staff who choose not to return to work after shielding has been ended by the UK Government should make themselves known to the Executive Principal. The employee's job description will be reviewed to establish whether they can fully discharge their normal duties from home and, where this is not possible, they will be moved to Statutory Sick Pay (SSP) or offered an extended period of unpaid compassionate leave where medical evidence cannot be provided to certify a period of sick leave.

January 2021 – Temporary Addendum

As part of the response to increasing rates of infection, the UK Government enforced a lockdown in England, effective from January 2021. During this time, Clinically Extremely Vulnerable staff have been told to commence shielding again and have been provided with letters from either the NHS or Department for Health and Social Care to confirm this. Irrespective of their ability to discharge their usual duties, staff in this situation will remain on full pay where the aforementioned letter is provided as evidence. When the UK Government confirm the end of this period of shielding, clinically extremely vulnerable staff will be expected to return to work under a risk assessment which will be reviewed with the Executive Principal prior to the return to onsite working.

**Kate Tague
Executive Principal**

February 2021