

**Clarification in relation to substitution arrangements for Self Certified Sick Leave and Force Majeure/Illness in Family absences**

Following representations made by CPSMA to the Department of Education and Skills in relation to substitution arrangements for Self Certified Sick Leave and Force Majeure/Illness in Family absences, the DES has issued the following clarification.

Under the Haddington Road Agreement, certain changes were made to the Substitution Scheme.

- From the commencement of 2013/14 school year, substitute cover was not provided for any self certified leave, except in the case of multiple absences and small schools (two or less classroom teachers).
- From the commencement of 2014/15 school year, substitute cover will not be provided on the first day of force majeure leave/illness in family leave (*save in accordance with the alleviation arrangements referenced at point 1 & 2 below*).

Please note that from the beginning of the 2014/2015 school year, the DES has indicated that the following alleviation arrangements will apply:

1. Substitute cover will be provided for the first day of a teacher's absence on self-certified sick leave or force majeure/illness in family leave in schools with two or less classroom teachers.
2. In the event that two or more teachers are absent on the first day of self-certified sick leave, or force majeure/illness in family leave absence, substitute cover will be provided for the second and subsequent teachers.

These alleviation measures apply on the **first day** of self certified illness and force majeure/illness in family leave.

Where these absences are **non consecutive**, each day of absence (within the allowed limits) is regarded as a first day's absence.

<b>Summary</b>
<p><b>Self- Certified Sick leave</b></p> <p>Substitute cover will not be provided for any self- certified sick leave.</p> <p><i>However -</i></p> <p>Substitute cover will be provided on the <b>first</b> day of self- certified sick leave if:</p> <ol style="list-style-type: none"><li>1. The absence occurs in a school with two classroom teachers or less</li><li style="text-align: center;"><i>or</i></li><li>2. The absence occurs in a school where two or more teachers are absent on the first day of self certified sick leave and/or the first day of force majeure/illness in family leave.</li></ol> <p>Note: Substitute cover <b>will not</b> be provided for <b>consecutive</b> self certified sick leave absences. Where absences are <b>non consecutive</b>, each day of absence (within the allowed limits) is regarded as a first day's absence for substitute cover purposes.</p>
<p><b>Force Majeure/Illness in Family leave</b></p> <p>Substitute cover will not be provided on the first day of force majeure/illness in family.</p> <p><i>However -</i></p> <p>Substitute cover will be provided on the first day of force majeure/illness in family if:</p> <ol style="list-style-type: none"><li>1. The absence occurs in a school with two classroom teachers or less</li><li style="text-align: center;"><i>or</i></li><li>2. The absence occurs in a school where two or more teachers are absent on the first day of self certified sick leave and/or the first day of force majeure/illness in family leave.</li></ol> <p>Note: Substitute cover <b>will</b> be provided for <b>consecutive</b> force majeure/illness in family absences, that occur after the first day of absence. Where absences are <b>non consecutive</b>, each day of absence (within the allowed limits) is regarded as a first day's absence for substitute cover purposes.</p>