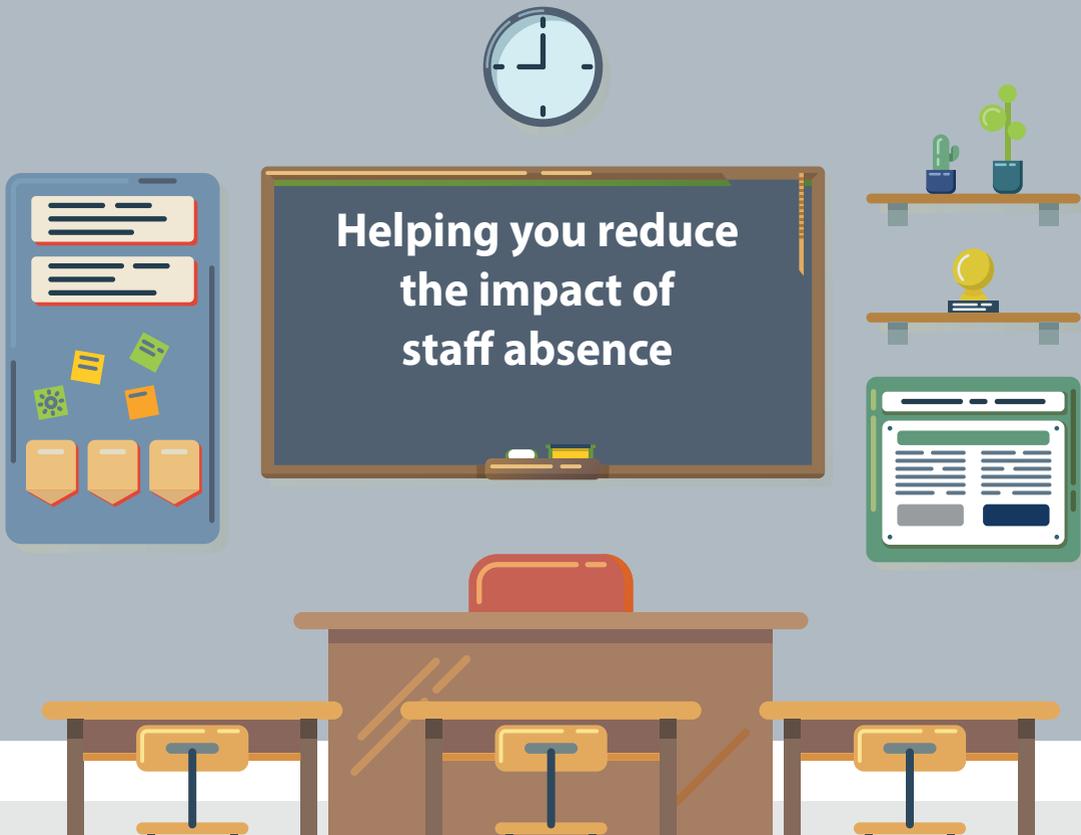




LUCAS FETTES
& PARTNERS

Staff absence management for academies and multi academy trusts



Are your current staff absence management arrangements delivering value?

Supporting staff whilst managing budgets

For most academies and multi academy trusts (MATs), supply cover is probably the least predictable area of expenditure and can often be the main contributory factor in budget overspends.

But the cost of staff absence is more than just financial; the absence of a valued team member – whether teacher or support staff – can have a significant impact on the school community and the continuity of teaching.

Finance directors and school business managers face the difficult task of ensuring duty of care and support to staff, whilst at the same time managing the impact of absence on their academy or MAT's operation and budget.

The right solution for *your* academy or MAT

Working with other leading providers to the education sector, Lucas Fettes & Partners can provide access to a wide range of solutions to help academies reduce both the cost and the wider impact of staff absence.

No two academies are the same; even within a MAT, the staff profile, challenges and needs of one school may be very different to another. To deliver value, your staff absence management programme must be right for your academy or academies and have the flexibility to be able to adapt as your needs change.

Staff absence insurance

Comparing commercial insurance quotes for staff absence on a like-for-like basis is difficult because there is a huge variety of policy wordings available, each offering varying levels of cover and limitations.



As an independent broker, we can arrange the appropriate cover – from some of the UK's leading providers to the education sector – to meet your needs.

This might include:

- 'standard' illness/absence cover;
- supply cover;
- maternity and paternity cover, and adoption leave;
- stress cover;
- cover for absence due to carer duties, compassionate leave and jury service ;
- stranded staff cover;
- ...and more.

We have saved individual academies up to £100,000 on their budgets by rearranging their existing staff absence insurance – money which they have been able to allocate to support teaching.

“ In the first year our premium reduced to £85k compared to £195k with our previous provider. It then reduced to £68k in the second year. These year-on-year reductions to our budget have released significant funding to support teaching and learning. Your advice has always been effective and timely and delivered in a friendly, straightforward way, and your after sales service has been excellent. ”

Three Rivers Learning Trust

Comprehensive wellbeing plans for your employees

Investing in the wellbeing of your staff isn't just about covering your duty of care requirements, it can help reduce the number and frequency of days taken sick, help staff return to work after a period of absence and improve productivity.

With the National Union of Teachers advising that 83 per cent of teaching staff have reported workplace stress and 67 per cent feel their job has adversely impacted their mental or physical health, focusing on boosting wellbeing can have tangible benefits.

There are many ways you can support staff. We can help to arrange a number of benefits to suit your academy or academies and staff, including:

- optical vouchers;
- cash towards diagnostic consultations;
- money towards therapy treatments;
- 24hr GP access;
- online health assessments;
- diagnostic scans;
- up to £100,000 personal accident cover;
- additional services including face-to-face counselling, stress risk assessment and critical incident support;
- occupational health services; and
- private medical insurance.



Absence management software

We can help to arrange secure online software that enables you to report on absence by multi academy trust, individual academy, department or individual member of staff – highlighting occupational health needs and reducing your sickness budget.

You can import SIMs data, tailor the software to your school calendars and access best practice documents.



Sickness absence audit

We can arrange for a sickness absence audit of your academy, which will provide:

- an analysis of your sickness data to highlight patterns, potential areas for concern and key reasons for sickness absence;
- a report on your current sickness absence and recommendations for improvement;
- a review of your sickness absence policy and procedures to ensure they are legally compliant as well as robust and effective; and
- the opportunity to meet with a qualified HR consultant with school specific experience, to receive advice tailored to your academy or MAT.

83%

of teaching staff

have reported
workplace stress

and...

67%

of teaching staff

feel their job has adversely impacted
their mental or physical health

Source: National Union of Teachers



HR and payroll services

We can arrange HR and payroll services including:

- annual HR audit;
- guidance and support on all employment matters;
- web-based HR support;
- briefings and employment law updates;
- legal support and employment tribunal cover;
- HR administration services including employment contracts, statement and terms and conditions of employment, maintenance and implementation of documentation; and
- payroll services including processing, financial monitoring, statutory returns and end of year returns, payslip printing and advice and guidance to employees on pay related matters.

'5 in 1' packaged policy

In 2017, we are pleased to be able to offer access to a new, '5 in 1' insurance policy from one of our insurer partners, that combines staff absence insurance with a staff wellbeing package, occupational health facilities, maternity cover and personal HR cover. The packaged policy provides comprehensive cover at a fixed cost.



Staff absence
insurance



Staff
wellbeing



Occupational
health



Maternity
cover



Personal HR
cover

Lucas Fettes & Partners: specialists in supporting academies and MATs

Lucas Fettes & Partners is an independently owned Lloyd's accredited insurance brokerage, financial services and employee benefit advisory practice.

We are:

- experts in risk management to the education sector and have worked with academies since their inception in 2008;
- preferred service provider to some of the UK's leading educational establishments;
- a supplier on the Crown Commercial Service (CCS) Insurance Services 2 Framework Agreement (RM3731) for the supply of insurance brokerage and associated support services;
- committed to taking a consultative approach and tailored solutions, making best use of your budget; and
- pleased to offer a **FREE, no obligation** risk assessment and review of your existing covers.



up to **£100,000**

is the amount we've been able to save academies on their budget by rearranging their existing staff absence insurance.

Find out more

For more information, call us on **0330 660 0401** or email us at academies@lucasfettes.co.uk

www.lucasfettes.co.uk/academies

Lucas Fettes & Partners Limited are independent insurance intermediaries authorised and regulated by the Financial Conduct Authority. Lucas Fettes & Partners (Financial Services) Limited are independent and restricted financial advisers authorised and regulated by the Financial Conduct Authority. 03/17 GM037