

Example sick pay calculations

Your entitlement to both contractual and Statutory Sick Pay (SSP) is determined by the sick absence history held within your [redacted -s.30(c)] record. Depending on your absence history, it is possible for you to go directly onto nil pay without receiving any periods of full or half pay. The rolling four-year count takes precedence over the one year rolling count. This therefore means you could receive nil pay even if you've accrued fewer than 182 days sick absence at full pay in the one year rolling count.

A basic example of how sick pay is calculated is provided in the following example. It doesn't include all of the variables which can affect these calculations.

Your entitlement to full pay is determined using a 12-month rolling count, which begins 12 months before the first day of your current absence. Any absences at full pay are totalled up and deducted from your entitlement at full pay for your latest absence.

Example

Your latest absence begins on 1 January 2024. To calculate your sick pay:

1. Go back 12 months from 1 January 2024, which gives you 1 January 2023.
2. Total up all absences at full pay that fall within the period 1 January 2023 to 31 December 2023, which in this example will be 10 days.
3. Calculate remaining entitlement to full pay: 182 days – 10 days = 172 days.

How reduced pay dates are calculated

An assessment is carried out to determine if any absences included in the current count have now dropped out of the 12 month rolling period.

This involves going back 12 months from the current predicted half pay date and totalling up all absences within this 12 month period. This is to assess if any absences previously included should drop out of the count.

If an absence drops out of the count, these days are added onto the predicted half pay date to calculate a revised predicted half pay date.

A second assessment is carried out based upon the revised predicted half pay date to see if any absences included in the previous count drop out. This process is repeated until no further absences drop out of the count and the predicted half pay date thus becomes the actual half pay date.

How nil pay dates are calculated

The same principles apply to the calculation of your nil pay date. All absences are included within this count, not just absences at full pay. The calculations are based upon a four year rolling period rather than a 12 month rolling period.

Due to the complexity and staff time involved to manually calculate reduced pay dates, HR are unable to provide estimates of when reduced pay may take effect.