



**Information Governance Team**

Postal Address:  
Coventry City Council  
PO BOX 15  
Council House  
Coventry  
CV1 5RR

[www.coventry.gov.uk](http://www.coventry.gov.uk)

E-mail: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

Phone: 024 7697 5408

09 August 2019

Dear Sir/Madam.

**Freedom of Information Act 2000 (FOIA)  
Request ID: REQ06003**

Thank you for your request for information relating to staff absence schemes.

You have requested the following information:

**1. Does the Authority provide a staff absence scheme for schools?**

The Council provides both maternity cover and staff suspension in case of disciplinary relating to gross mis-conduct.

**2. If no, has the Authority historically provided a scheme for schools and when did this cease?**

N/A.

**3. If yes, is the scheme out sourced to a provider or delivered by the Authority?**

Both schemes are provided by the Council.

**4. If the scheme is out sourced to a provider, which provider is this and when does this agreement expire? Who is responsible for the management of the scheme within the Authority?**

N/A.

**5. If the scheme is provided by the Authority, can you please provide details of the scheme including:**

**a. Daily benefit amount reimbursed for each category of staff?**

Regarding maternity cover this figure is variable as it depends on each staff member. Schools are reimbursed for the full cost of the maternity pay of the member of staff on maternity leave.

Regarding staff suspension daily benefit depends on the role and pay grade of the member of staff suspended.

**b. Waiting period applied to each claim?**

No waiting period for both schemes.

**c. Are there any exclusions to the scheme? If so, please provide details of this.**

Regarding maternity cover, no exclusions any staff from maintained primary and secondary schools are eligible.

Scheme is only available to maintained primary and special schools.

**d. Is the scheme open to Academies?**

No, the schemes are only open to maintained schools.

**e. How is the price of the scheme determined for each school?**

Regarding maternity cover the price of the scheme is determined based on covering full cost and is charged on a per pupil basis.

Regarding suspension cover the price for each school is determined by pupil numbers and type of school.

**f. Are there any limitations of cover for certain types of condition? If so, please provide details of this.**

For the maternity scheme, it is specific to maternity payments and there is no limitation of cover.

For suspension scheme, the cover is only available to for suspensions in the schools that choose to subscribe.

**g. Who is responsible for the management of the scheme within the Authority?**

The maternity scheme is managed by the Schools Finance Team.

The suspension scheme is managed by the HR Team

**h. Number of schools participating in the scheme?**

For the maternity scheme there were 64 schools participating at the start of the 2018/19 financial year.

For the suspension scheme there were 38 schools participating in the same financial year.

**i. Size of the scheme in £ and claims payment settlements?**

At the end of the 2018/19 financial year, the maternity scheme income was £598,401 and scheme expenditure were £590,775.

At the end of the 2018/19 financial year, the suspension scheme income was £66.8k and scheme expenditure were £22.7k.

The supply of information in response to a freedom of information request does not confer an automatic right to re-use the information. You can use any information supplied for the purposes of private study and non-commercial research without requiring further permission. Similarly, information supplied can also be re-used for the purposes of news reporting. An exception to this is photographs. Please contact us if you wish to use the information for any other purpose.

For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email [casework@ico.org.uk](mailto:casework@ico.org.uk).

Please remember to quote the reference number above in your response.

Yours sincerely

**Information Governance**