15/01/1993 LP:-- Job-sharing: Sick Leave
Dear Personnel Officer

The following method should be used in calculating the sick leave of job-sharers who official duties do not normally involve work at weekends (paragraph 5 of the Appendix to Circular 3/84 refers):

(i) each full working day's absence on grounds of ill-health counts as 2 days sick leave;

(ii) because of (i) above, week days on which the officer is not required to attend are not counted for sick leave purposes; and

(iii) where such absences span weekends, each intervening weekend should count as 2 days sick leave.

Yours sincerely

Rory Dempsey
Assistant Principal