

People & Labour Update

Information correct as at 14:40pm on 23.03.2020

The rapidly developing nature of the guidance relating to the Government's response to Covid-19 means that a lot of current Government guidance is not yet legislation (but soon will be) and remains advisory. At present it is important to understand that following this advice represents good practice for your business, teams and for the larger community:

- Being relaxed in relation to sick notes for those self-isolating (for themselves)
- Honouring company sick pay, if applicable
- Offering payment alternatives for those stuck abroad i.e. extending holiday days, paying (lump sum/part payment) but offering to 'make-up' hours

Times are uncertain both for businesses and individuals so building loyalty by appearing 'fair' will be beneficial in the long-term.

When and how do employees get paid?

Employee...	Sick leave	SSP	Company sick pay (if applicable)	Option of working from home	Normal Pay	Unpaid Leave
Has Covid-19	Y	Y*	Y**	N	N	N/A
Self-isolates for 14 days in line with medical advice	Y	Y*	Y**	Y	N	N/A
Self-isolates through choice, without medical advice	N	N	Y	Y	N	N†
Unwell, not Covid-19	Y	Y	Y	N	N	N/A
Requested to self-isolate by employer, not medical	N	N	N	Y	Y	N/A
Absent due to school or nursery closure	N	N	N	Y	Y****	Y
Well but workplace closure due to Covid-19	N	N	N	Y	Y††	N

* From day one

** May be entitled to additional pay under any company sick pay scheme, advisable to honour from day one

*** If able to carry out duties remotely

† Unpaid leave is discretionary. Refer to disciplinary policy to see if disciplinary action is necessary

†† Only if applicable, employees get paid even if not possible

This factsheet has been prepared by Kite Consulting for Farming Connect.



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