

Sickness Absence Policy 2020-21

If you are not well enough to attend on campus and/or remote classes you must inform your Department or School Support Office by email from your University email account. You must inform them when you become ill and when you are back in classes.

You must keep a copy of these emails. If you subsequently submit a claim for extenuating circumstances based on absence due to illness you will need to provide copies of these emails as evidence of your illness. If you do not provide copies of these emails your claim may not be accepted.

In 2020-21 you will not be required to provide a doctors letter to support your claim of illnesses up to three weeks. If you are ill for longer than this you may be asked to provide a doctors letter.

If you are ill with Covid 19, have Covid 19 symptoms or are self-isolating following contact from NHS or University Track and Trace you should inform your Department/ School Support Office and must also record this on Liverpool Life.

You should always inform your School Student Support Office if you are unable to attend for any reason. For information about illness and assessments please see the Extenuating Circumstances Policy.