

Employment information

As well as this information provided here employers can also use the [simple steps employers should consider](#) published by the Advisory, Conciliation and Arbitration Service (Acas), including sickness absence and pay. [A new helpline](#) can also supply tailored advice for Scottish businesses.

Employee Self Isolation and Pay

In cases where your employee or anyone in their home has symptoms and are required to self-isolate, then your employee should self-isolate for 14 days and you should treat this as sickness absence.

In cases where your employee lives alone and has symptoms and are required to self-isolate, then your employee should self-isolate for 7 days and you should treat this as sickness absence.

Treating it as sickness absence: An employee should complete a self-certificate and receive Statutory and Industry Sick Pay for self-isolation

Employee's personal choice to self-isolate

Where an employee chooses to self-isolate but they or anyone in their home does not have a high temperature or a new and continuous cough, this can be treated as unauthorised absence. Payment of wages is not eligible in this circumstance.

Support for businesses who are paying sick pay to employees

The UK Government will bring forward legislation to allow SMEs and employers to reclaim Statutory Sick Pay (SSP) paid for sickness absence due to the on-going coronavirus pandemic. The eligibility criteria for the scheme can be found [here](#)

Job Retention Scheme

All UK employers will be able to access support to continue paying part of their employees' salary for those employees that would otherwise have been laid off during this crisis.

HMRC will reimburse 80% of "furloughed" workers wage costs, up to a cap of £2,500 per month.

Employers are required to designate affected employees as "furloughed" workers, notify employees of this and submit earnings information to HMRC on a new online portal which is being set up.

More information can be found here. <https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses>

More Information

In addition to this guidance SNIPEF Members can find more employment information [here](#) including guidance on redundancy and temporary lay-off.

SNIPEF Members also benefit from free advice from SNIPEF's Industrial Relations Manager. Log in to our [member only area](#) to view contact details.