HOLIDAY, SICKNESS AND EVERY OTHER ABSENCE

Every absence recorded. Every return to work done.

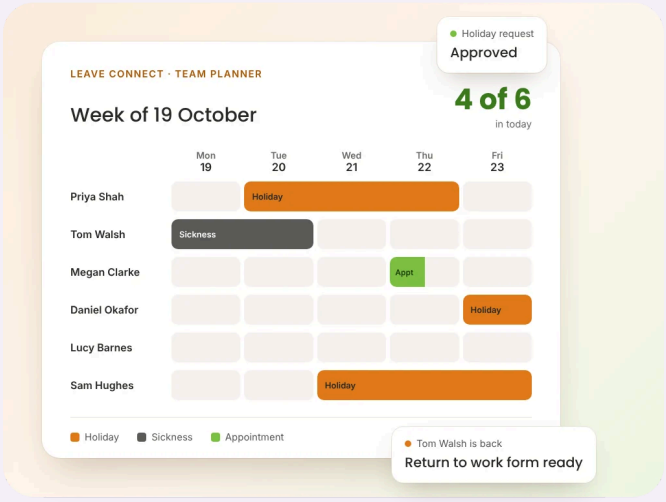
Leave Connect records holiday, sickness and appointments in one place, works out entitlements to your rules, scores the Bradford Factor and sends approved absence to payroll.

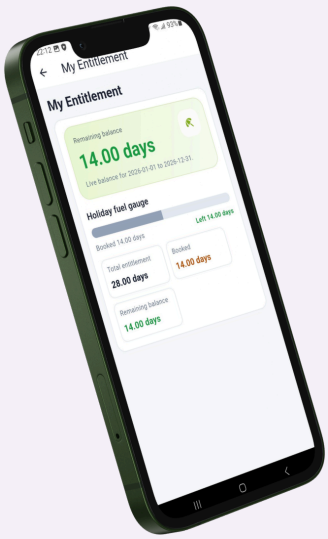
- Holiday, sickness, appointments and unauthorised absence in one record
- Entitlements by length of service, pro rata and carry over
- Bradford Factor scores and return to work forms produced for you
- Staff request holiday and upload fit notes from their phone
- Exports for Sage, Xero, QuickBooks, BrightPay, IRIS, ADP and Pegasus

£2

per employee per month

Included in the Syncro Connect software. £3 with the app, so staff book their own holiday.





What changes day to day

1

Holiday approved in seconds

Requests arrive with the remaining entitlement already checked. Approve in one click.

2

Know who is off

One planner across every site shows holiday, sickness and appointments together.

3

Patterns show early

Bradford Factor scores update with every absence, not at the year end review.

4

Return to work, every time

A form is produced when someone comes back and stored on their record.

5

Unauthorised absence flagged

Managers and HR get an alert, rather than a question on payroll day.

6

Payroll gets it right

Approved absence exports in the layout your payroll package expects.

All prices exclude VAT. Billed annually, with monthly billing also available.

Leave Connect

computimeuk.com · 0113 350 9043

Sickness, from first call to return to work

the same steps for every manager

1
Reported
In the app, or by a manager. The manager is notified straight away.

2
Cover arranged
The planner shows who else is off that day.

3
Fit note uploaded
From the employee's phone, stored against the absence.

4
Return to work
The form is produced and stored automatically.

5
Records updated
Bradford Factor, sick pay qualifying days and the payroll export.

The Bradford Factor, worked out for you

$$S^2 \times D$$

spells of absence squared, times total days absent

64	4
four one-day absences	one four-day absence

A score is a prompt for a conversation, not a verdict. It can reflect a disability or long term condition, so the judgement stays with you.

Holiday rules, set once

- ✓ Entitlement by length of service
- ✓ Pro rata for part time staff, starters and leavers
- ✓ Carry over, with an expiry date
- ✓ Bank holidays counted or excluded, by site or group
- ✓ More than one approver
- ✓ Reports on time lost, with what it costs in pay

Two ways to run it

the same system, seen from two sides

Leave Connect Software — £2

- ✓ Managers book holiday and sickness for staff
- ✓ Entitlements, Bradford Factor, return to work and reporting
- ✓ Payroll exports and UK data storage

With the app — £3

- ✓ Staff request holiday and see their balance live
- ✓ Sickness reported and fit notes uploaded from a phone
- ✓ Syncro Kiosk for staff without a smartphone

Sickness records are health data. They are visible to the employee, their manager and the HR users you choose. Colleagues see that someone is off, never why. Records are held in the UK, with access logged.

Try Leave Connect free

Call the Leeds team on 0113 350 9043 · computimeuk.com

syncroconnect.com/signup.php

Prices are per employee per month, exclude VAT and are billed annually. Computime Systems (UK) Ltd, Leeds, since 1989.