



**MINISTRY OF EDUCATION**

**HON. ASERI RADRODRO**

**MINISTER FOR EDUCATION**

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**TUESDAY 3 DECEMBER 2024**

**281/2024**

**WRITTEN QUESTION**

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**Hon. Premila Kumar to ask the Minister for Education – Can the Minister inform Parliament on the following –**

**(a) yearly data on teacher absenteeism in schools from 2022 to 2024 including a breakdown by urban, peri-urban, rural and outer Islands as well as the total number of teachers in each category; and**

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2022												
	ECE				Primary				Secondary			
	Urban	Peri-Urban	Rural	Outer Island	Urban	Peri-Urban	Rural	Outer Island	Urban	Peri-Urban	Rural	Outer Island
Total number of leaves taken	3681	1628	2710	932	21709	8276	8657	12753	34704	7079	17736	10263
Total number of Teachers in each Category	423	182	505	223	2124	780	999	2168	2535	512	1291	1660

2023												
	ECE				Primary				Secondary			
Leave Type	Urban	Peri-Urban	Rural	Outer Island	Urban	Peri-Urban	Rural	Outer Island	Urban	Peri-Urban	Rural	Outer Island
Total number of leaves taken	3544	1604	2972	894	21680	7596	8380	12243	32600	6744	17010	9413
Total number of Teachers in each Category	457	195	537	233	2237	789	1056	2239	2619	528	1311	1043

2024												
	ECE				Primary				Secondary			
	Urban	Peri-Urban	Rural	Outer Island	Urban	Peri-Urban	Rural	Outer Island	Urban	Peri-Urban	Rural	Outer Island
Total number of leaves taken	3831	1764	3060	915	23230	7931	9058	13078	33375	7241	17579	10177
Total number of Teachers in each Category	466	209	557	240	2310	805	1068	2276	2642	538	1363	1050

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**Note :**

Breakdown of leaves: 3 bereavement leave, 15 Sick leave with Sick sheet, 6 Sick leave without Sick sheet, 3 days Personal leave, and 98 Maternity leave. Sporting Leave, Inpatient Leave and Leave without Pay are other leaves taken by teachers. The above data includes total number of leaves taken by teachers under each category. For example, one teacher may take multiple sick leaves in a given year.

**(b) Explain what measures the Ministry has implemented to address teacher absenteeism and ensure minimal disruption to student learning.**

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## **1.0 Monitoring and Reporting Mechanisms**

- 1.1 Fiji Education Management Information System (FEMIS) is a means of monitoring and flagging teacher's chronic absenteeism. Staff attendance register is kept by all schools. All schools update and send in their Monthly Absence Return for staff.
- 1.2 Teacher's attendance is monitored at school, district and Head Quarters and unauthorized leave is flagged to MOE.

1.3 HOSs conduct close monitoring of teachers for Performance Assessment. Continuous absence for 7 consecutive days is considered deemed resignation.

1.4 Exercise Book Verification assists in monitoring the work coverage by teachers.

## **2.0 Policies and Legislations**

2.1 2011 General Orders; PSC Code of Conduct.

2.2 Standard Operating Procedures for appointment of relieving teachers.

## **3.0 School-based Reorganisation, Teaching and Supervision of classes**

3.1 Reorganisation of classes for students and teachers are in place. Apart from sick leaves all other leaves are applied prior to taking leaves and student activities are prepared. The teacher supervising the students ensures that the activities are provided to the students to complete.

3.2 Absent Teacher's Recovery Work Plan – To complete work coverage afternoon classes and Saturday classes are conducted.

3.3 Supervision of students

- 3.3.1 Supervision roster is prepared and teachers on supervision are duly informed and asked to either teach or supervise the activities set by the teacher.
- 3.4 Team teaching in some schools are timetabled, hence, if a teacher is absent the other teacher takes the classes.
- 3.5 Heads of Schools are on lower loads and step in to supervise. In Primary Medium and Large schools HOSs do not have a full time class allocated to them. However, they are required to teach certain hours per week, hence, they step in when teachers are absent.
- 3.6 Encouraging teachers to be slightly ahead of the Learning and Teaching Programme (LTP) to buffer the impact of lost teaching hours.
- 3.7 Use of ICT to teach students like sharing notes and activities through online platforms such as Moodle.
- 3.8 Continuous monitoring of the LTP by the HOS, VP, HOD and assistant Head Teacher on the LTP coverage.
- 4.0 Teacher Incentives** - Teacher Recognition Awards or Certificates for attendance at School level, District level and National level.
- 5.0 Monthly Absence Returns (MAR)** are verified on monthly basis.

**6.0** Habitual absenteeism cases are also referred to Performance and Discipline Unit (PDU) for guidance and support to Heads of School in dealing with such cases in line with relevant guidelines.

**Note :**

- Leave entitlement for teachers is as per the 2011 General Orders.

**-END-**