

## Day 1 Absence Reporting Service

# Accurate absence data and insight to support workforce wellbeing and organisational performance

The **Day 1 Absence Reporting Service** provides organisations with a systematic, reliable process for capturing, tracking and interpreting employee absence data. It supports HR and leadership teams to understand patterns, identify underlying issues early and make informed decisions about absence management and wellbeing interventions.

### What it is

This service delivers comprehensive absence reporting that goes beyond basic headcount figures. It combines structured data collection with analytical insight, highlighting trends, identifying potential risk areas and offering context that supports proactive organisational responses. The aim is to make absence data meaningful — helping organisations see what is happening, why it is occurring and where support or intervention may be most helpful.

### Who it supports

The service is suitable for organisations of all sizes and across sectors that need a dependable mechanism to understand and manage employee absence. It is particularly relevant for teams that want clarity on wellbeing drivers, support HR processes, and align absence management with broader organisational goals such as engagement, productivity and duty of care.



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Should you wish to explore this further, we welcome enquiries at **0808 164 3941** or email [sales@lifeandprogress.co.uk](mailto:sales@lifeandprogress.co.uk)

## Core features

- **Structured absence data capture:** systematic recording of absence reasons and patterns.
- **Regular reporting cycles:** insight delivered at agreed intervals (e.g., monthly or quarterly).
- **Trend analysis:** identification of patterns that may warrant further attention or resources.
- **Breakdowns by teams and categories:** helping organisations understand absence at multiple levels.
- **Benchmarking support:** where available, comparison against norms to highlight relative strengths and risks.
- **Practical interpretation:** contextual commentary that helps inform HR and operational decisions.



### How it works

Organisations agree a reporting framework that reflects their structure and priorities. Absence data is collected via secure channels and compiled into structured reports, which are analysed to identify trends and insights. The service delivers reports with clear visuals, concise interpretation and practical considerations, enabling leadership and HR teams to act with confidence and relevance.

### Why it matters

Understanding patterns of absence is fundamental to supporting workforce wellbeing and organisational performance. Simply knowing how many people are absent does not tell the full story – meaningful absence insight helps reveal drivers, highlights areas for wellbeing support, and supports evidence-based decision-making. With timely reporting and clear interpretation, organisations can respond constructively to workforce health signals, support people more effectively and strengthen the connection between wellbeing and organisational outcomes.

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