

EXAMPLE SCHEDULE OF LOSS FOR UNFAIR DISMISSAL CLAIM

IN THE [LOCATION] EMPLOYMENT TRIBUNAL

CASE NO: XXXX/[DATE]

Between

[NAME & TITLE]

Claimant

and

COMPANY

Respondent

CLAIMANT'S SCHEDULE OF LOSS

KEY INFORMATION

Gross weekly basic pay: £568.00

Net weekly basic pay: £456.67

Effective Date of Termination (EDT): 12th May 2025

Age at EDT: 45

Continuous years' service: 7

BASIC AWARD/REDUNDANCY PAY *(based on age & length of service)*

The Claimant was aged 45 at EDT with 7 complete years of continuous service. The statutory weekly pay cap from 6 April 2025 is £719. The Claimant's actual weekly pay of £568.00 is below the cap, so the actual figure is used.

Calculation:

Years aged 22-40: 3 years × 1 week = 3 weeks

Years aged 41-45: 4 years × 1.5 weeks = 6 weeks

Total weeks: 9 weeks

9 weeks × £568.00 = **£5,112.00**

LOSS OF STATUTORY RIGHTS

The Claimant will have to work for two years to regain their protection from unfair dismissal. They submit it would be appropriate to make an award to reflect their loss of statutory rights: **£500.00**

COMPENSATORY AWARD

Notice Pay

The Respondent failed to pay the Claimant their contractual notice pay of one month.

Calculation:

$\pounds 568.00 \times 52 \text{ weeks} \div 12 \text{ months} = \pounds 2,461.33$

Loss of earnings

The Claimant was unable to secure alternative employment until 20th October 2025.

Calculation:

Period: 12th May 2025 to 20th October 2025 = 23 weeks

23 weeks $\times$ $\pounds 456.67$ (net weekly pay) = **$\pounds 10,503.41$**

Job seeking expenses

The Claimant attended 5 job interviews, incurring travel expenses: **$\pounds 125.00$**

Uplift for failure to follow ACAS code

The Claimant claims a 25% uplift for the Respondent's failure to adhere to the ACAS Code of Practice on Disciplinary and Grievance Procedures.

Calculation:

Compensatory award subtotal: $\pounds 2,461.33 + \pounds 10,503.41 + \pounds 125.00 = \pounds 13,089.74$

25% uplift: $\pounds 13,089.74 \times 0.25 = \pounds 3,272.44$

SUMMARY

Basic Award:	$\pounds 5,112.00$
Loss of Statutory Rights:	$\pounds 500.00$
Notice Pay:	$\pounds 2,461.33$
Loss of Earnings:	$\pounds 10,503.41$
Job Seeking Expenses:	$\pounds 125.00$
ACAS Uplift (25%):	$\pounds 3,272.44$
TOTAL LOSS:	$\pounds 21,974.18$

Date: [DATE]