

FORT LA BOSSE SCHOOL DIVISION

TITLE – **COMPASSIONATE LEAVE**

POLICY - **GDC**

Cross Reference -

Resolution # - 79/19

Legal Reference -

Last Reviewed - 08/04/19

COMPASSIONATE LEAVE for non-teaching, non-bargaining personnel will be granted according to the following terms:

Five (5) working days off with pay shall be granted in the event of the death, or serious illness as diagnosed by a medical doctor, of a member of the employee's immediate family and/or the employee's spouse's immediate family. Immediate family for both the employee or his or her spouse shall mean spouse, common-law spouse, child, grandchild, parent, brother or sister, including step and foster relationships.

Three (3) working days off with pay shall be granted in the event of the death, or serious illness as diagnosed by a medical doctor, of an employee's son-in-law or daughter-in-law.

One (1) working day off with pay shall be granted in the event of the death of an employee's or the employee's spouse's or common-law spouse's grandparent, aunt, uncle, niece, nephew, cousin, brother-in-law or sister-in-law, including step and foster relationships. One (1) day additional working day off with pay shall be granted in situations where travel time is required to attend the funeral.

One (1) working day off with pay shall be granted to any employee who acts as an active pallbearer or eulogist at a funeral of a person other than those covered above.

The Board of Trustees may grant additional leave for the above or other related causes deemed necessary. It is the responsibility of all employees to obtain permission from their supervisor or his or her designate prior to taking such leave.

