

# HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: UNCOMPENSATED LEAVE

ADOPTED: April 28, 2004

REVISED:

<p>1. Purpose</p> <p>2. Authority SC 1154</p> <p>3. Guidelines</p>	<p style="text-align: center;">439. UNCOMPENSATED LEAVE</p> <p>The Board recognizes that in certain situations an employee may request extended leave for personal reasons, and the district could benefit from the return of the employee. This policy establishes guidelines for granting uncompensated leaves of absence.</p> <p>The Board reserves the right to specify the conditions under which uncompensated leave may be taken.</p> <p>Uncompensated leave shall be granted in accordance with provisions of the collective bargaining agreement.</p> <p><u>Application</u></p> <p>Requests for uncompensated leave shall be made to the Superintendent in advance of the requested beginning date.</p> <p>Special consideration will be given to emergencies.</p> <p>All applications are subject to final approval by the Board.</p> <p><u>Commitment of Employee</u></p> <p>The employee granted an uncompensated leave of absence shall inform the Board of his/her intentions prior to the scheduled return date.</p> <p><u>Commitment of Employer</u></p> <p>At the expiration of uncompensated leave, the employee shall be offered the same position previously held or a like position to that previously held.</p> <p>Time on uncompensated leave shall not count as time on the job.</p>
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<p>School Code 1154</p>	<p><u>Childbirth/Childrearing/Adoptive Parent Leave</u></p> <p>Childbirth, childrearing, and adoptive parent leave shall be granted in accordance with provisions of the collective bargaining agreement.</p>
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