

PERSONNEL

Bereavement Leave

An employee who has a death in the family will be allowed up to the hourly equivalent of three (3) workdays of paid bereavement leave as approved by the employee's principal, director, or department head. For the purpose of this Regulation, the family of the employee will be defined as: any relative living in the household of the employee; any parent (natural, adoptive, foster, or step), spouse, child (natural, adoptive, foster, or step), brother, sister, step-brother, step-sister, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, and daughter-in-law, of the employee or the employee's spouse. Also included as family of the employee are the grandparent and grandchild of either the employee or the employee's spouse.

Additional funeral leave days (maximum of up to the hourly equivalent of two (2) workdays), for the death of a parent, spouse, or child, may be approved by the employee's principal, director, or department head.

If additional workdays are needed for a death in the family, the use of sick, annual, or personal reasons leave may be allowed as approved by the employee's principal, director, or department head.

An employee may be required to provide appropriate verification of the need for bereavement and the relationship to the deceased person. Bereavement Leave will be denied to any employee who provides false information regarding the need for bereavement leave and such action may be grounds for disciplinary action, up to and including dismissal.

Editor's Note

See Regulation 4-45.1 Sick Leave

See Regulation 4-47.1 Personal Reasons Leave

See Regulation 4-50.1 Annual Leave

Related Links

School Board [Regulation 4-45.1](#)

School Board [Regulation 4-47.1](#)

School Board [Regulation 4-50.1](#)

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