**File: GCCAD**

# STAFF BEREAVEMENT LEAVE

All eligible employees shall be allowed three days of bereavement leave each year to be used in case of the death of an immediate family member as defined in Colorado Revised Statutes 2-4-401. Bereavement leave shall be charged against staff sick leave. Employee absences for bereavement that extend beyond three days will be charged to the employee's sick leave, or vacation leave, at the eligible employee's option.

Adopted December 8, 1977
Revised April 15, 1997
Revised: March 15, 2016
Revised: March 25, 2025

LEGAL REFS.: C.R.S. 2-4-401 (definition of immediate family)

CROSS REF.: GBGG, Staff Sick Leave