

LEAVE FOR CANCER SCREENING

I. Statement of Policy

Each employee of the District shall have, upon request, a paid leave of absence for a sufficient period of time, not to exceed four (4) hours on an annual basis, to undergo cancer screening.

Leave taken pursuant to this policy shall be excused leave, and shall not be charged against any other leave to which the employee may be entitled.

II. Responsibility of Superintendent

The Superintendent shall inform all building principals, directors, and other staff members who are responsible for responding to employee leave requests of this policy; and shall institute a system for recording leave taken pursuant to this policy.

Waterville Central School District

Adopted: 02/23/10

Revised: 01/26/16, 02/27/18