

### Leaves of Absence: Teaching Staff

The Board of Education will establish guidelines to allow teachers leave of absence during the school year for Leave of Absence requests not covered under the Collective Agreement.

The majority of leaves of absence are defined in the Collective Agreement, Section G.

When considering granting leaves not dealt with in Section G, the Board shall consider, but not be limited to, the following criteria:

- Reason for the request.
- Ability of the teacher to choose an alternate, non-instructional time.
- Educational merit.
- Frequency of request(s).

The Superintendent or designate will grant or deny such requests in accordance with the above criteria.

**Date Adopted: October 2001**