

EMERGENCY LEAVE

Emergency leave may be granted for unforeseen and unexpected circumstances, which create an air of crisis or extreme need. The circumstances must present a grave and clear danger that imminently threatens physical or mental health or would result in irremediable harm or in immediate disaster to life or property unless some action was taken.

Any leave used under terms of this policy shall be deducted from the staff member's accumulated sick leave. In the event the staff member's sick leave has been exhausted, the leave shall be granted without pay.

A written application for emergency leave must be submitted to the Personnel office on the day of return to school.

This policy is subject to all of the provisions of Policy 5400.

Legal References: RCW 28A.400.300 Hiring and discharging employees--Leaves for employees--Seniority and leave benefits, retention upon transfers between schools

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