

Downey Unified School District

CERTIFICATED PERSONNEL

BEREAVEMENT LEAVE

AR 4155

Certificated personnel absent from work due to the death of any member of the employee's immediate family shall be allowed full pay for three days of bereavement leave except when travel beyond a 300-mile radius or out of state is necessary, in which case the leave shall be extended to five days with full pay. At the request of the bereaved, additional leave may be granted in the event of multiple deaths.

The employee's immediate family shall be defined as the child, parent, step-parent, grandparent, grandchild, brother, sister, aunt or uncle, niece or nephew of the teacher or of the spouse of the teacher, and the spouse, stepchild, son-in-law, daughter-in-law, brother-in-law, sister-in-law of the teacher; or any person living in the immediate household of the employee.

This provision shall not apply to substitute teachers.

Adult School personnel absent because of the death of any member of the employee's immediate family shall be allowed full pay for classes which fall within the first three days immediately following any one death or within the first five days if out-of-state travel is required.