

## **Staff Bereavement Leave**

Three days of paid bereavement leave will be granted to all eligible employees in case of the death of an employee's immediate family member (a person who is related by blood, marriage, civil union, or adoption). Absence necessitated by a death in the employee's family of someone other than a member of the immediate family may be given the same consideration as a death in the immediate family upon recommendation of the employee's immediate supervisor and approval of the superintendent.

Employee absences which extend beyond three days due to a death in the family shall be charged to the employee's sick or vacation leave, at the employee's option.

Adopted: November 2013

Revised: December 2020

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

CROSS REF.: GBGG, Staff Sick Leave