

No. 4505  
SECTION: PERSONNEL  
TITLE: LEAVES OF ABSENCE  
  
ADOPTED: 5/15/06  
READOPTED: 1/29/14;11/15/16  
REVISED: 6/21/10

## **OXFORD AREA SCHOOL DISTRICT**

It shall be the policy of the Oxford Area School District that leaves of absence shall be granted consistent with provisions of the Public School Code of Pennsylvania, the laws of the Commonwealth and all applicable federal laws.

Leaves of Absences offered by the Oxford Area School District include Jury Duty or Witnesses Leaves of Absence, Professional Leaves of Absence, which are offered to professional staff only, Parental Leaves of Absence, Family and Medical Leaves of Absence, Military Leaves of Absence and approved unpaid leaves of absence.

The Superintendent of Schools shall develop procedures and guidelines to administer the leaves of absence offered by the Oxford Area School District. These procedures and guidelines shall identify eligible employees, the reasons for approved leaves, required notice and medical certifications, and conditions of employment and benefits protected under the policy.