



Article 5-1.00 - Special Leaves

Reason	Regular Employee	Temporary Employee More than 6 months ^{*1}	Temporary Employee Less than 6 months	Employee in a post of 15 hours or less ^{*2}
His or her marriage or civil union	7 days without loss of salary ^{*4}	7 days without loss of salary ^{*4}	1 day without loss of salary ^{*3}	1 day without loss of salary ^{*3}
The marriage of his or her father, mother, daughter, brother, sister.	The day of the event without loss of salary.	The day of the event without loss of salary.	1 unpaid day ^{*3}	1 unpaid day ^{*3}
♣ Death of a spouse, of his or her child or the child of a spouse residing in the same house.	7 days without loss of salary ^{*5-8}	7 days without loss of salary ^{*5-8}	1 day without loss of salary + 4 unpaid days ^{*3}	1 day without loss of salary + 4 unpaid days ^{*3}
♣ Death of employee's father, mother, brother or sister	5 days without loss of salary ^{*5-8}	5 days without loss of salary ^{*5-8}	1 day without loss of salary + 4 unpaid days ^{*3}	1 day without loss of salary + 4 unpaid days ^{*3}
♥ Death of employee's father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law daughter-in-law, grandparent, grand-child or minor child of his/her spouse, where the minor child does not reside in the same house.	3 days without loss of salary ^{*5-8}	3 days without loss of salary ^{*5-8}	1 unpaid day ^{*3}	1 unpaid day ^{*3}
◆ Death of his or her ex-spouse	1 day without loss of salary ^{*6}	1 day without loss of salary ^{*6}	♣ For regular employees and temporary employees in a post of more than six months, the person may take one of the 7 days at a later date in order to attend a funeral service. In the case where the funeral takes place at a distance of more than 240 kilometers, one additional day will be given and for more than 480 kilometres, 2 extra days will be given. ◆ This does not apply to temporary employees in posts of less than 6 months. ♥ The employee may benefit from this special leave if relationship still exists through marriage, civil union or common law union.	
◆ Change of domicile	1 day without loss of salary per year ^{*7}	1 day without loss of salary per year		
◆ The time needed to sit for official entrance or achievement examinations in an educational institution recognized by the Ministry of Education	Without loss of salary	Without loss of salary		
◆ An employee placed under quarantine by the Director of Public Health.	Without loss of salary	Without loss of salary		
◆ A supplementary medical examination requested by the Board	Without loss of salary	Without loss of salary		
◆ Jury duty or being called as a witness for a court case in which the employee is not implicated.	Without loss of salary	Without loss of salary		
◆ Family responsibility—right to be absent in order to care for children (health and education), or spouse, parents, siblings and grandparents (health), with proof or attestation of this obligation	10 days taken either as half days or full days without salary; however, employee can request, in writing, that a maximum of 6 out of the 10 days be taken from their sick bank	10 days taken either as half days or full days without salary; however, employee can request, in writing, that a maximum of 6 out of the 10 days be taken from their sick bank		

(continued over)



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<ul style="list-style-type: none"> ◆ A person can be absent without loss of salary to cover any event considered to be an act of God (disaster, fire, flood; an act of God in this context, must be an unforeseeable event or emergency situation that necessitates the employee's absence from work.). 	Maximum of 3 days per year without loss of salary	Maximum of 3 days per year without loss of salary	<ul style="list-style-type: none"> ◆ This does not apply to temporary employees in posts of less than 6 months. 	
<ul style="list-style-type: none"> ◆ A person can be absent if he/she is implicated in an automobile accident 	1 half-day on the day of the accident without loss of salary	1 half-day on the day of the accident without loss of salary		
<ul style="list-style-type: none"> ◆ A person can be absent if his/her family member has a serious illness which necessitates hospitalization 	Maximum of 2 days per year without loss of salary	Maximum of 2 days per year without loss of salary		
<ol style="list-style-type: none"> 1. A temporary employee who is hired for a predetermined period of more than six months or who has worked, without interruption, for more than six months in one or more posts, (Saturdays, Sundays, paid legal holidays, pedagogical days, summer closure, special leaves listed in Article 5-1.00, and up to 7 days of sick-leave are not considered as being a work interruption.) 2. Regular and temporary employees working 15 hours or less and employees working within the framework of adult or vocational education, under special provisions provided in Chapter 10-0.01 of the collective agreement. 3. Labour laws (les normes du travail) 4. Consecutive days (working or not) which include the day of the event. 5. Consecutive days (working or not) including the day of the funeral. To be eligible, the employee must attend the funeral. 6. The day of the funeral if there are children born from the union who are still minors. The employee must attend the funeral. 7. Moving day. 8. Employee can carry forward 1 day regardless of type of ceremony, provided he/she attends funeral. 				