



# Huron-Superior Catholic

## DISTRICT SCHOOL BOARD

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**POLICY TITLE:**      **ATTENDANCE SUPPORT**

**Approved:**      **June 25, 2014**  
**Amended:**      **October 17, 2018**

**POLICY NO:**          **6001**

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### **POLICY**

The Huron-Superior Catholic District School Board (the “Board”) is committed to providing quality education to its students in a supportive learning environment. This commitment is possible through the sustained efforts of dedicated employees who fulfill their employment obligations, including the fundamental obligation to attend work regularly.

Regular employee attendance provides stability, continuity, efficiency and equitable workload allocations, all of which contribute to the harmonious operation of our school system. High rates of employee absenteeism result in disruption, reduced efficiency, inequitable work allocations, and higher operating costs, which may compromise the Board’s ability to provide quality education to its students.

The Board is committed to managing employee attendance through a positive, supportive environment that promotes the best possible attendance.

Although some sick leave will always be utilized, the expectation is that employees will use sick leave only when it is required. This policy is not intended to limit an employee’s right to utilize their sick leave for legitimate reasons.

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**ADOPTED**      Regular Meeting – June 25, 2014  
                         Motion – B-66  
**AMENDED**      Special Meeting – December 5, 2014  
**AMENDED**      Regular Meeting – October 17, 2018  
                         Motion B-295

**DISTRIBUTION**  
i)      Trustees  
ii)     Administration  
iii)    Principals  
iv)    Teaching Personnel  
v)     Non-Teaching Personnel

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