



Policy #: 0004
Developed: January 2019
Revised: December 10, 2020
Effective Date: January 18, 2021

EMPLOYEE LEAVE

Purpose:

To clarify LLNB's standards when it comes to the following unpaid employee leaves:

- Maternity Leave
- Child Care Leave
- Family Responsibility Leave
- Compassionate Care Leave
- Bereavement Leave
- Sick Leave
- Court Leave
- Leave for Reservists' Military Service
- Death or Disappearance Leave (child)
- Critically Ill Child Leave
- Critically Ill Adult Leave
- Domestic Violence, Intimate Partner Violence or Sexual Violence Leave
- Other employee leaves as may be established from time to time by New Brunswick Employment Standards Branch

Scope:

LLNB Employees

Responsible Party:

Executive Director Laubach Literacy New Brunswick

POLICY

LLNB will follow the standards set by the New Brunswick Employee Standards Branch for the leaves noted above and follow the definitions and procedures set therein. For more information see the gnb.ca website at: <https://www2.gnb.ca/content/dam/gnb/Departments/petl-epft/PDF/es/FactSheets/OtherLeaves.pdf>

Note: Additional accommodations for paid leave may be included as part of an employee's employment contract.