



STAFF ABSENCE

1. The Marlborough School Committee recognizes that staff attendance in the classroom every day is vital to the success and strength of the school system. The Committee also recognizes that sick leave language and personal leave language in its employees' contracts are benefits and not rights and expects each of its employees to use these benefits only for the purposes for which they are given.
2. When a staff member is to be absent from school, prompt notice shall be given to the principal or his/her designee. During the school day personal business should never cause a staff member to be absent from teaching time except in cases of emergency. If it is necessary for a staff member to leave the building during the school day, approval of the Building Administrator is necessary.

Legal Reference:

Approved: Prior to 1/1/90
Revised: 10/24/00
Approved: 11/10/20