

Application for Use of Sick Bank Days Teaching Staff

The WEA Association has developed criteria for administering the sick leave bank for qualifying teachers who have exhausted their paid leave options. Teachers may apply for days from the SLB when they are experiencing or will experience a medical emergency. A "medical emergency" is defined as a medical condition of the employee that will require the prolonged absence of the employee from duty (more than four days) and will result in a substantial loss of income to the employee because the employee has or will have exhausted all forms of paid leave. The days do not need to be consecutive for a life-threatening illness or injury. The SLB will be filled by donations made by teachers to support colleagues experiencing such circumstances.

Teacher Name:

Begin Date: End Date:

Number of Days Requested: Total Number of hours requested:

Teacher Signature: Date:

To complete this application, please print and attach your Frontline approved absence page and Skyward Time Off Sick Leave page.

Please submit all documents to your Sick Bank Committee Building Representative for consideration.

This section is to be completed by Sick Bank Committee Building Representative

Dates Approved to be paid from Sick Bank:

Committee Member Signature: Date:

Please forward to Human Resources for processing