

EasyConnect Absence Reasons - **Non-Teaching**



Absence Title	Absence Description	Approval
SICK LEAVE		
Sick Leave is capped at <u>11 days</u> (prorated on FTE) and can consist of:		
Sick Employee	Sick Employee	Principal/Supervisor
Sick Medical Employee	Medical Appointments for Employee	Principal/Supervisor
Sick Medical Family	Medical Appointments for Family	Principal/Supervisor
Beyond the 11 days, employees are entitled to STLDP for PERSONAL illness and medical only		
Short Term Disability Leave	Personal Illness/Medical beyond 11 sick days	Principal/Supervisor
Sick Child	Illness of Child (capped as per Collective Agreement)	Principal/Supervisor
OTHER LEAVES		
Banked OT Taken	Banked Overtime Taken	Principal/Supervisor
Bereavement Leave	Bereavement Leave	Principal/Supervisor
Compassionate	Compassionate	HR
EA-FASD Replacement	FASD EA Replacement	Principal/Supervisor
EA-PBS Replacement	PBS EA Replacement	Principal/Supervisor
EI Family Leave	Compassionate Care/Family Medical Leave through EI	HR
Floater	Floater	Principal/Supervisor
HeadcustRLS	Head Custodian Replacement Release	Supervisor
Inclement Weather	Inclement Weather	HR
Jury-Witness Duty	Jury - Witness Duty	Principal/Supervisor
Leave With Pay	Leave with Pay	HR
Leave Without Pay	Leave without Pay	HR
Maternity	Maternity Leave	Principal/Supervisor
PVP Vacation Lieu	P/VP Vacation in Lieu	SOE
Quarantine - WP	Quarantine - With Pay	HR
SULP	Scheduled Unpaid Leave Plan	HR
Vacation	Vacation	Principal/Supervisor
UNION LEAVES		
Union Board	Union Leave - Board	HR
Union CUPE Local	Union Leave - CUPE Local	Union
Union CUPE Prov	Union Leave - CUPE Provincial	Union
Union DECE Local	Union Leave - DECE Local	Union
Union DECE Prov	Union Leave - DECE Provincial	Union
Union ESP Local	Union Leave - ESP Local	Union
Union ESP Prov	Union Leave ESP Provincial	Union
Union OCL Local	Union Leave - OCL Local	Union
Union OCL Prov	Union Leave - OCL Provincial	Union

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Absence Title	Absence Description	Approval
Union Negotiations	Union Leave - Negotiations	HR
PD/MEETINGS		
CODE/NOEL Meeting	CODE/NOEL Meeting	DOE
Director Meetings	Director of Education invitation to attend	DOE
Experiential Learning	Experiential Learning	Adult Ed Admin
External Rec	External Recoverable	Principal/Supervisor
FSL	French as a Second Language	Principal/Supervisor
HR Training	Human Resources Training ie. First Aid, OHS	HR
Indigenous Curriculum & Instruction	Indigenous Curriculum & Instruction	SOES
ISST	In School Support Team Meetings	Safe Schools Admin
Kindergarten	Full Day Early Learning Kindergarten Program	FDELKP Admin
NAN Meeting	NAN Meeting	SOES
NTIP	New Teacher Induction Program	Curr Coordinator
OPC Meeting	Ontario Principal Council Meeting	SOE
Pathways 7-12	Pathways 7-12	SOES
P/VP or PLT Meeting	P/VP or PLT Meeting	SOE
Safe & Accepting Schools	Behaviour Intervention	Safe Schools Admin
School Based Release	School Based Release	Principal/Supervisor
Schools Mental Hlth	Schools Mental Health	Mental Health Ld
SEA Training	SEA Assistive Software Training	Principal/Supervisor
SEF PLC	School Effectiveness PLC	Principal/Supervisor
Special Ed Meeting	Special Education Meeting	Safe Schools Admin
Special Ed Training	Special Education Training	Safe Schools Admin
Sr Admin	Senior Admin Meeting	DOE
StudentActiv-Specify	Student Activity	Principal/Supervisor
Stud Success Central	Student Success Central	Principal/Supervisor
TLLP	Teacher Learning Leadership Program	Principal/Supervisor