

**Policy Title: Conditional Sick Leave**

**Policy No: 403.15**

Whenever an employee has advance knowledge of the need to take days off work due to compelling and necessary circumstances related to illness, emergency, or disability, the employee shall inform their immediate supervisor within 24 hours of such knowledge.

St. Maries Joint School District No. 41 can require a “release to work” from a medical practitioner stating the reason for any treatment, the date of release to work, and the conditions under which work may continue. Such release must be in writing and shall be provided to the employee's immediate supervisor prior to the commencement or the continuance of work. St. Maries Joint School District No. 41 can require further medical statements in writing from a practitioner to describe other work-related conditions (such as prognosis) as may be reasonable and requested.

**Policy Cross Reference:**

**Legal Reference:**

Family Medical Leave Act, P.L. 103-3

**Policy History:**

Adopted:	01/12/1987
Reviewed:	03/13/2006
Amended:	04/19/2006