



RIVERSIDE SCHOOL BOARD

REQUEST FOR A SABBATICAL LEAVE WITH DEFERRED SALARY (TEACHERS)

In conformity with the provisions of the collective agreement, the policy and procedures regarding sabbatical leaves with deferred salary, I,

Name of employee

School

request a sabbatical leave with a deferred salary according to the following:

Plan:

Three years four years five years

- My plan will begin with the _____ school year;
- I will be on leave during the _____ school year.

I request this leave for the following reason:

I understand that the year of leave will take place only during the last year of the plan.

The final granting of the leave is conditional on the signing of a contract.

I have read the articles of the collective agreement pertaining to this subject as well as the policy and request this leave accordingly.

Signature of employee

Date

For the use of the immediate superior

Recommendation yes no

Signature of immediate superior

Date

For the use of the Director of Human Resources

The leave is accepted refused

Wendy Bernier
Interim Director of Human Resources

Date

c.c. Union
Principal or Director