# PERSONAL NECESSITY LEAVE

**Policy Title:** PERSONAL NECESSITY LEAVE  
**Policy No.:** 837  
**Section:** OPERATIONS  
**Adopted:** MAY 23, 2017  
**Revised:**

## Section 1: Purpose

This policy shall provide for absences for defined personal necessity leave by administrative, professional and support employees.

## Section 2: Authority

The Board has the authority to specify reasonable conditions under which personal necessity leave may be granted, the type of situations in which such leave will be permitted, and the total number of days that may be used by an employee in any school year for such leave.

## Section 3: Guidelines

Personal leave days, bereavement leave days, and emergency leave days, with pay, shall be granted to District employees in accordance with applicable provisions of the Administrative Compensation Plan, individual contracts, Collective Bargaining Agreements, or Board resolution.

**References:**

School Code – 24 P.S. 510, 1154

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**THIS POLICY SHALL SUPERSEDE POLICIES 336, 436, AND 536.**

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**SC 510, 1154**

**SC 1154**