ORDINANCE 2024-2

AN ORDINANCE IN AMENDMENT TO
THE ORDINANCES OF THE TOWN OF BARRINGTON

IT IS HEREBY ORDAINED by the Town Council of Barrington, Rhode Island, that the Code of Ordinances of the Town of Barrington be amended to read as follows:

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33 PERSONNEL POLICIES

§ 33-27 – 2 **Sick leave/family leave for eligible part time employees**

Terms defined.

1 Eligibility is defined as an employee having worked for the Town for twelve consecutive months by December 31 with an average of 12 hours per week during the calendar year.

2. Sick Leave is defined to mean the absence from duty of an employee because of personal illness or injury which renders the employee incapable of performing work or duties related to the position held by the employee.

3. Family Leave is defined as time off taken as sick leave to attend to the illness of a child, stepchild, grandchild, parent, or spouse.

An eligible part-time employee shall be entitled to 10 hours of sick/family leave per year credited in January of each year and not to accumulate.

Sick Leave may only be used when the employee is ill or incapacitated, and/or only for physician visits and testing for the treatment of chronic or acute illness. Sick Leave shall not be used for routine examinations.

Family leave may be used to attend to the illness of a child, stepchild, grandchild, parent, or spouse.

Notice of sickness, injury or Family Sick Leave shall be given to the department head prior to the start of the workday. If the department head is unavailable, notice shall be given to the Town Manager or Human Resources.

The employee is required to provide a doctor's note for an absence of three or more consecutive workdays.

This Ordinance shall take effect upon its passage.

Council Member

Filed: 1-2-24

Introduced: 1-8-24

Amended:

Adopted: 2-5-24