



TO: SUPERINTENDENT OF SCHOOLS

APPLICATION FOR PRINCIPAL LIEU DAYS

This request for Lieu Days for Principals is made in accordance with the Collective Agreement between The High Prairie School Division and The Alberta Teachers' Association.

Principals and Vice Principals shall be entitled to two (2) lieu days in each school year, at a time approved by the Superintendent, acting reasonably. There is no accrual, carry over, or payout of this entitlement.

I, _____, hereby apply for a Day In Lieu, with pay, pursuant to section 4.6.2.1 of the Collective Agreement.

My absence is planned for _____.
Month Day Year

Principal's Signature

Date of Application

APPROVED:

Superintendent of Schools

Date

For Office Use Only

The Principal has the required day available: _____
Payroll Signature