

**PARK COUNTY SCHOOL DISTRICT #6  
BOARD OF EDUCATION POLICY**

**CODE: GDC-R**

**NOTIFICATION OF ABSENCE: CLASSIFIED**

In all cases of absence, it is the duty of classified employees to notify their supervisor before the opening of school or the night before, if possible, so that a substitute employee may be provided.

Failure of an employee to report to work without notifying his immediate supervisor of the reason within twenty-four (24) hours may result in dismissal.

Adopted: 6/15/82