

FAIRFIELD AREA SCHOOL DISTRICT

ATTENDANCE

4340

- 4340.1 Building custodial personnel shall be directly responsible to the Building and Grounds Director. Their hours for duty shall be established, and they shall observe schedules strictly as set.
- 4340.2 Physicians, dentists, and nurses shall be responsible to the Superintendent and their schedules shall be arranged through the Principals.
- 4340.3 Punctuality and absence regulations shall apply to non-instructional employees as well as to instructional employees.
- 4340.4 All District employees shall be expected to follow the established procedures for reporting off duty and to comply with regulations with reference to such absence.

Adopted December 4, 1995