



Lakeside Union School District REQUEST FOR CLASSIFIED BABY BONDING/PARENTAL LEAVE

Eligible employees may take up to 12 weeks of baby bonding/parental leave within the first 12 months after the birth or placement of the child in the family for adoption or foster care under the California Family Rights Act (CFRA). The parental leave will begin at the election of the employee. When both parents work for the District, parents may take a maximum combined total of 12 weeks of baby bonding/parental leave.

Eligible employees who are granted baby bonding/parental leave under the CFRA for up to 12 school weeks may choose to use fully paid sick leave and/or 50% pay extended illness leave during the 12 week period. Such sick leave and/or 50% pay leave shall run concurrently with the CFRA baby bonding/parental leave and also with the leave provided for under Education Code Section 45196.1.

Instructions: Complete one copy and forward to Immediate Supervisor.

Employee Name (Last, First, Middle)	Employee ID Number
School Site	Position Title

I hereby request Baby Bonding/Parental Leave for the birth or the placement of a child in connection with the adoption or foster care of the child.

I request that my leave become effective beginning: _____

I anticipate that my leave will end on: _____

The duration of my leave (not to exceed 12 weeks): _____

Date of last day worked: _____

Employee Signature **Date**

RETURN THIS FORM TO THE DIRECTOR OF HUMAN RESOURCES