

Rolling Hills Public Charter School

PERSONNEL

5412

Jury Duty

Jury duty leave is not paid for by RHPCS.

Serving on a jury is a fundamental responsibility of citizenship, and the Charter School supports this important role in our society. Upon receipt of the initial, official notification, an employee selected for jury duty must submit a copy of such notice to the Principal or immediate supervisor as soon as possible so that appropriate substitute needs can be met. If the absence would pose a significant hardship for the Charter School, the employee may be asked to request a postponement of jury duty from the court.

Upon being excused from jury service during any day, an employee shall return to complete his/her assignment for the remainder of the regular work day.

Policy History:

Adopted on: 11/3/2011

Revised and Adopted on: 7/12/2012