

*You may be entitled to TIME OFF WORK to attend
your child's SCHOOL ACTIVITIES!*

What does the law provide?

- The Family-School Partnership Act allows you to take unpaid time off from work for the school activities of your child(ren) or dependents. School activities include field trips, parent-teacher conferences, graduations, etc.
- You may take up to 40 hours each year but no more than 8 hours per month.

Which employers are covered?

Employers with 25 or more employees working in the same location.

Am I covered by the law?

You must work for a covered employer (*see previous question*).

What kind of notice must I give my employer?

- Prior to taking time off you must give your employer “reasonable” notice of your planned absence.
- Your employer can ask for written verification that you are taking time off for your child’s school activities but he/she is not required to do so under the law.

How does the law apply when both parents work for the same employer?

If both parents work for the same employer, at the same location, the protection of absence for school activities only applies to the parent that requests time off first. The other parent may take leave only if the employer agrees to it.

What are the obligations of my employer under the law?

Your employer cannot discriminate against you (demotion, dismissal, etc.) for taking time off for the activities of your children or dependents.

What can I do if my employer fails to grant leave time?

- Speak to your union representative.
- Inform yourself of your rights under Federal and State law and keep a written record of all actions taken by your employer.
- Contact the Legal Aid Society – Employment Law Center (*see below*)

For more information about your rights under the law, contact:

Legal Aid Society – Employment Law Center: www.las-elc.org

Work and Family Helpline: (800) 880-8047 (California calls only); (415) 864-8848 (main number)

This FACT SHEET is a publication of the Labor Project for Working Families and is intended to provide accurate information regarding the legal rights of California employees. However, do not rely on this information without consulting the Legal Aid Society – Employment Law Center, or another attorney, about your legal rights under the law. Reprints permitted with acknowledgment. © March 2008.

This FACT SHEET is also available in Chinese and Spanish. Please call (510) 643-7088 or email info@working-families.org.