







AN INTRODUCTION TO UNPAID LEAVES

Pre-Listening Activity: A “leave” means a period of time away from work. Look at the pictures. Predict what you think each one means and how much time you think the employee would need to be away from work.

<p>Maternity Leave</p> 	<p>Parental Leave</p> 
<p>Family Leave</p> 	<p>Compassionate Care Leave</p> 
<p>Bereavement</p> 	<p>Reservist Leave</p> 

LISTENING EXERCISE**1. Why is each Leave taken?** Match the Leave to the definition.

- | | |
|--|------------------------------|
| 1. To care for a very sick family member. | ___ Maternity Leave |
| 2. To serve in the army. | ___ Parental Leave |
| 3. To help take care of a young baby | ___ Family Leave |
| 4. To stay home when pregnant or right after the baby is born. | ___ Compassionate Care Leave |
| 5. To get healthy if you are sick. | ___ Bereavement Leave |
| 6. To prepare for a funeral. | ___ Reservist Leave |

2. How many days long is each leave?

Type of leave	Circle the number of days
Maternity Leave	(a) 3 days (c) 17 weeks (b) 8 weeks (d) 37 weeks
Parental Leave	(a) 3 days (c) 17 weeks (b) 8 weeks (d) 37 weeks
Family Leave	(a) 3 days (c) 17 weeks (b) 8 weeks (d) 37 weeks
Compassionate Care Leave	(a) 3 days (c) 17 weeks (b) 8 weeks (d) 37 weeks

AN INTRODUCTION TO PAID LEAVES

Employment Officer: Good afternoon, Employment Standards.

Employer: Hello, I'm a new employer. I would like some information about leaves. Could you explain the different types of leaves?



Employment Officer: There are five leaves that you need to know about. When you want to stay home when pregnant, or right after the baby is born, that's Maternity Leave. When you want to help take care of a young baby, that's Parental leave. When you need to get healthy if you're sick, that's Family leave. And, if you need to prepare for a funeral, that's Bereavement Leave.

Employer: Thank you for explaining those. How many days long is each leave?

Employment Officer: Maternity Leave is 17 weeks long. Parental Leave is 37 weeks long. Family Leave is 3 days long. Compassionate Care Leave is 8 weeks long. And Bereavement Leave is 3 days long, per family member that passes away.

Employer: Thank you. I took notes on all of that. It was very helpful.

GENERAL INFORMATION ABOUT LEAVES: WHO IS A FAMILY MEMBER?

The employer does not pay the employee while they are away on leave.

The employee may receive money from the government.

The Employment Insurance (EI) Program might pay.

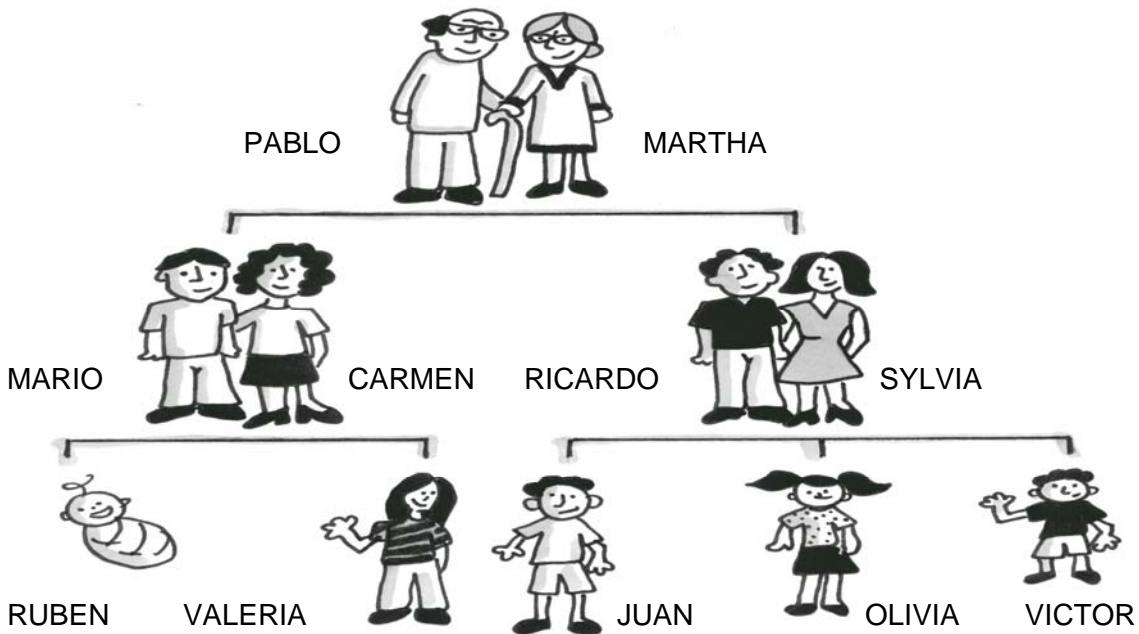
The employee needs to qualify for the EI program.

Check with your local EI office.

Employment Standards includes many people in the definition of a family member.



These people are all family members:












People who are not related, but who are treated like family members, are family members.

For example: adopted children, students living with a family, two women living together

Animals are not considered family members.

FAMILY MEMBER “X” and “O” GAME: Use one board for two players. Each player takes a card from the pile. They then have to pick a different picture from on the game paper, and name the relationship between the person they chose and their card. If they are correct, they can put their “X” or “O” on that spot on the paper. The first partner to get three in a row wins.

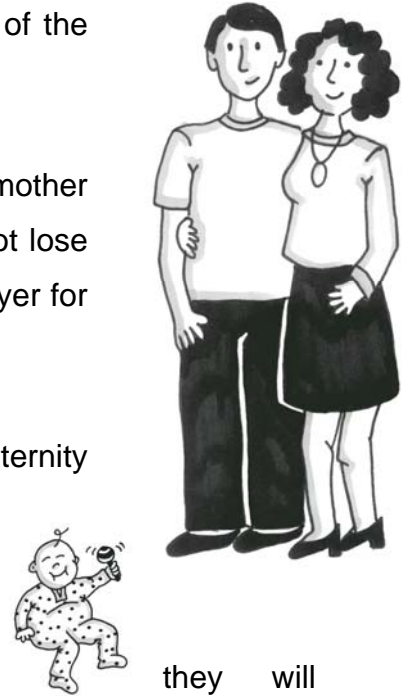
 <p>Pablo</p>	 <p>Martha</p>	 <p>Ricardo & Sylvia</p>
 <p>Mario & Carmen</p>	 <p>Ruben</p>	 <p>Valeria</p>
 <p>Juan</p>	 <p>Olivia</p>	 <p>Victor</p>

MATERNITY & PARENTAL LEAVE

Maternity Leave means that a pregnant woman can have a leave from her job, and not lose her job, if she qualified by working with the same employer for seven consecutive months. The Leave starts at the end of the pregnancy, or when the baby is born.

The mother or the father can take Parental Leave. The mother and the father can both take Parental Leave. They will not lose their jobs, if they qualified by working with the same employer for seven consecutive months.

Parental Leave is longer than the Maternity Leave. Maternity Leave is 17 weeks long. Parental Leave is 37 weeks long. Both the mother and the father can take 37 weeks of unpaid leave. The employer doesn't pay for Leaves. Employment Insurance will decide how much money receive during their leave.



they will

QUESTIONS:

1. The mother can take all of the Maternity Leave time and the Parental Leave time. How many weeks is this? ____ weeks.

2. The mother can take all of the Maternity Leave and part of the Parental Leave. Carmen decides to take 10 weeks of Parental Leave after her 17 week Maternity Leave. How many weeks of leave does she take in total?

3. Who may pay money to the parents during the unpaid leave?

FAMILY LEAVE

Family Leave days help employees to care for their family. Carmen needs to look after her family. She has one daughter, Valeria, and her new baby boy. Her baby boy is called Ruben. When Ruben



grows up, he will sometimes get sick. Carmen's dad is called Pablo. Pablo is Ruben's



grandfather. Pablo might need help to go to the doctor. Carmen's husband is called Mario. Mario might need get sick and need care. Carmen might need to miss work to attend a school meeting.



Carmen might get sick. Carmen can use the Family Leave days to do these things. A Family Leave is a short unpaid leave to take care of the employee's family or personal illness. Employment Standards says that Employers must give 3 unpaid days each

year for Family Leave. The employee needs to work for his or her employer for at least 30 days to take the leave.



DISCUSS WITH YOUR GROUP:

1. How many people are in your family?
2. How do you help the different members of your family?
3. Do you ever need to leave work to help your family?
4. How often do you get sick?
5. Did you have Family Leave days in the country you were born?

COMPASSIONATE CARE LEAVE



Carmen's dad is 90. He recently got very sick. The doctor says that he might die in a month. Carmen wants to be with her dad. She wants to help to feed him and take care of him. Carmen needs to take a Compassionate Care Leave. This is different than a Family Leave. A Family Leave is very short. It is 3 days a year. Compassionate Care Leave is for a longer time. It is for 8 weeks. It is to help take care of someone who is very sick. Carmen needed to give her doctor a medical certificate from his doctor. The certificate needs to say that the patient has a risk of dying in the next 26 weeks or less. The leave can be taken in one or two periods. Each period must be at least one week long. Carmen will not lose her job because she needs to look after her dad. Her employer has to give her job back to her after the leave. The employee needs to work for his or her employer for at least 30 days to take the leave. This leave, like all the leaves, is unpaid, but she may be able to get money from Employment Insurance.

DISCUSS WITH YOUR GROUP:

1. Have you ever needed to help someone who was very sick?
2. How did you help that person?
3. How long were they sick?
4. Did you get a Compassionate Care leave from your job?
5. How long is the Compassionate Care Leave in Canada?
6. The employer does not pay for any leaves. Who might pay for the leave?



BEREAVEMENT LEAVE

When Pablo is sick, Carmen doesn't go to work. Carmen goes to the hospital to help her father Pablo every day. Valeria comes after school to visit her grandpa. Mario comes after work and brings the baby Ruben.

After one month, Pablo dies. Everyone is sad. Carmen's Compassionate Leave is over. She told her employer that Pablo was dead. She showed him a newspaper story about Pablo's life. This story of a person's life is called an **obituary**.

Carmen can now take Bereavement Leave. She has 3 unpaid leave days to help her family to arrange the funeral and to cry. She has missed a lot of days of work because of her leaves. She had a Maternity Leave, a Parental Leave, some Family Leave days, the Compassionate Care Leave, and now the Bereavement Leave. She is glad that her employer cannot punish her for taking these leaves. She will be allowed to return to her job

DISCUSS:

1. What is a funeral like in your home country?
2. How much time does a funeral take in your home country?
3. Do people write obituaries in your home country?
4. Do you have Bereavement Leave days in your home country?
5. How do you help the family of a person who has died?