



Options for Leave Daystall Short Sheets

REQUESTING LEAVE:

The Daystall Arts team must receive all requests for excused leave in *writing* by emailing Daystall@PikePlaceMarket.org.

EXCUSED TIME:

Permit Holder(s) may be excused from weekly Attendance Requirements for the following instances:

- Sickness (may excuse for up to two weeks, doctors note required for more than two weeks)
 - This can be extended for caregiving for immediate family on a discretionary basis (children, partner, etc.)
 - Repeated or frequent excused absence from attendance for medical reasons may require a review of attendance record with the Daystall Arts team.
- Some Professional Development opportunities (documentation required).
- Must send an email request as soon as possible.

EXTENDED MEDICAL LEAVES OF ABSENCE:

Permit Holder(s) may request up to 12 months of medical leave for the following instances:

- If they are suffering from serious injuries or illnesses which prevent them from fulfilling their attendance requirements.
 - This can be extended for medical caregiving for permit holders who provide care to direct family members.
 - As with sick leave, extended medical leaves require a doctor's note, and will be considered on a case-by-case basis.
- Must be arranged and approved in advance, to the extent possible.

SABBATICAL:

Permit Holder(s) may request a 12 month sabbatical leave, with the following stipulations:

- The purpose of a sabbatical is to allow the Permit Holder(s) time to further develop or study their craft.
- Requires a written request be submitted to the Daystall team, and will be considered on a case-by-case basis.
- You do NOT accrue seniority while on a sabbatical.
- Must be arranged and approved in advance.

EXIT SABBATICAL:

Permit Holder(s) may request a 12 month exit sabbatical, with the following stipulations:

- An exit sabbatical is an opportunity for a Permit Holder to put their permit on pause as they consider other opportunities.
 - An exit sabbatical will only be granted to a permit once.
 - A Permit Holder must have been selling in the Market for 10+ years to qualify for an exit sabbatical.
- You do NOT accrue seniority while on an exit sabbatical.
- Must be arranged and approved in advance.

Questions?

Email: Daystall@PikePlaceMarket.org