

You have the right to take time off work using these unpaid job-protected leaves:

SICK LEAVE

3 days for your own personal illness, injury or medical emergency.

BEREAVEMENT LEAVE

2 days for the death of a family member.

FAMILY RESPONSIBILITY LEAVE

3 days for the illness, injury, medical emergency or urgent matter* of family members:

- Your spouse (married or unmarried, of the same or opposite genders)
- Your child, step-child, foster child, parent, step-parent, foster parent, grandparent, step-grandparent, grandchild or step-grandchild, or those of your spouse
- Your brother or sister
- Your child's spouse
- A relative who is dependent on you for care or assistance

*An urgent matter is an event that is unplanned or out of your control, and can cause serious consequences or emotional harm if you do not respond to it. For example, your child's babysitter cancels due to sickness, or your elderly parent has an emergency.

Your boss can ask you for "reasonable" evidence to take leave. You should tell your boss as soon as possible that you need to take leave. You can do this by phone - you do not need to give notice in writing. You must have worked 2 consecutive weeks for the same employer before you can take any of the leaves listed above.

DOMESTIC OR SEXUAL VIOLENCE LEAVE

If you or your child experiences domestic or sexual violence, or the threat of domestic or sexual violence, you are allowed to take up to 10 days of leave and up to 15 weeks of leave. The first 5 days, each calendar

year, will be paid. The rest will be unpaid. Employers are allowed to ask you to provide evidence. You must have worked for the same employer for at least 13 consecutive weeks to qualify for this leave.

RECEIVING EI BENEFITS WHILE ON LEAVE

For some leaves, you may also receive Employment Insurance (EI) from the federal government. The rules to qualify for EI income benefits are different for each kind of leave. To find out if you are eligible for EI benefits, call the Employment Insurance Inquiry Line at 1-800-206-7218 or visit www.canada.ca/en/services/benefits/ei.html.

El Sickness Benefits: if you are unable to work because of sickness or injury.

Maternity & Parental Benefits: if you are pregnant or are a new parent.

Benefits for Caregiving of Family Members:

- Family caregiver leave: for a family member with a serious medical condition.
- Family medical leave: for a family member with a significant risk of dying within a period of 26 weeks. You may also qualify for "compassionate care benefits" from EI for this leave.
- Critical illness leave: to care for a critically ill child or adult in the family.

Check the Ministry of Labour website for more information about these and other leaves: <https://www.ontario.ca/document/your-guide-employment-standards-act-0>.

PROTECT YOURSELF!

Your boss cannot threaten, fire or penalize you for taking or planning to take any of these leaves. When you come back from leave, you should get your old job back with the same responsibilities or a similar job with the same wages if your old job does not exist anymore. If you are having problems taking leave or think your rights have been violated, write down all the details and call us for help. All calls are free and confidential.