BOARD POLICY

Placentia-Yorba Linda Unified School District

<u>Personnel</u> 4140.1/4240.1 - BP

EMPLOYEE ASSISTANCE PROGRAM

The Placentia-Yorba Linda Unified School District is vitally concerned with each employee's work performance, personal well-being and realization of full potential in personal and career development.

The Board of Education recognizes that school district employees may experience challenges which can have detrimental effects upon job performance and student safety. The Board encourages employees to seek help when such challenges exist and to take advantage of the resources that are available to assist them.

Employees shall have confidential access to information about the district's employee assistance program. This information shall be available to all employees and their spouses and dependents.

Management and supervisory staff shall be knowledgeable about the district's employee assistance program and may counsel employees about the program, as appropriate.

Policy adopted: 1/14/85 Policy revised: 1/17/2023