



HOUSE OF REPRESENTATIVES

4362

H. No. _____

Introduced by Representative Vilma Santos-Recto
6th District of Batangas

**AN ACT
GRANTING EMPLOYEES THREE DAYS PAID LEAVE TO ATTEND SCHOOL-
RELATED ACTIVITIES OF THEIR CHILDREN**

EXPLANATORY NOTE

Article XV of the 1987 Constitution recognizes the Filipino family as the foundation of the nation and underscores the importance of strengthening its solidarity and actively promoting its total development. To wit:

- (a) The right of spouses to found a family in accordance with their religious convictions and the demands of responsible parenthood;
- (b) The right of children to assistance, including proper care and nutrition, and special protection from all forms of neglect, abuse, cruelty, exploitation, and other conditions prejudicial to their development;
- (c) The right of the family to a family living wage and income; and
- (d) The right of families or family associations to participate in the planning and implementation of policies and programs that affects them.

It is in this light that this bill is put forward. This proposed measure seeks to grant employed parents or legal guardians of schoolchildren three (3) days paid leave to attend school-related activities. It aims to encourage parental involvement in the educational system and grant employed parents and guardians who are unable to meet with educators because of work conflict, the right to an allotment of time during the school year to attend educational or behavioral conferences of their children.

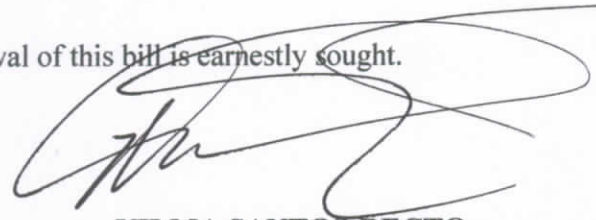
The bill covers employees who have rendered service for at least six (6) consecutive months and whose child/children are attending public or private pre-school, elementary, and secondary schools. The child or children can be biological, adopted or foster child, a stepchild or a legal ward of the employee.

To deter the arbitrary use of the school visitation rights by employees, the bill requires that such leave can only be taken when the employee has exhausted all accrued vacation leave, personal leave, compensatory leave and any other leaves that may be granted except sick leave and disability leave.

In addition, the parent or guardian will also be required to submit a documentation of the school visitation which shall be provided by the school administrator. Failure to do so

shall subject the employee to the standard disciplinary procedures imposed by the employer for unexcused absences from work.

In view of the foregoing, immediate approval of this bill is earnestly sought.

A handwritten signature in black ink, appearing to be 'Vilma Santos-Recto', written over a horizontal line.

VILMA SANTOS-RECTO

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Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:

1 **SECTION 1. Title.** - This Act shall be known as the "School Visitation Rights Act."

2
3 **SEC. 2. Declaration of Policy.** - It is hereby declared as a policy of the State to
4 encourage parental involvement in the educational system and grant employed parents and
5 guardians who are unable to meet with educators because of a work conflict the right to an
6 allotment of time during the school year to attend necessary educational or behavioral
7 conferences in the school attended by their child/children.

8
9 **SEC. 3. Definition of Terms.** - As used in this Act, the following terms shall mean:

10 (a) "Employee" means a person who performs services for hire for an employer for at
11 least six (6) consecutive months immediately preceding a request for leave under this Act;

12 (b) "Employer" means a natural or juridical person, who is contractually bound to
13 provide a salary or wage to an employee in exchange for the performance of work;

14 (c) "Child" means a biological, adopted or foster child, a stepchild or a legal ward of
15 an employee and who is enrolled in a public or private pre-school, elementary or secondary
16 school;

17 (d) "School" means any public or private pre-school, elementary or secondary school
18 or educational facility located within the country;

19 (e) "School administrator" means the principal or equivalent administrator who
20 is responsible for the operations of the school.

1 **SEC. 4. *School conference and activity leave.*** – An employer must grant an employee
2 a paid school visitation leave of up to three (3) days during any school year which may be
3 taken on any given day, to attend school conferences or classroom activities related to
4 the employee's child if the conference or classroom activities cannot be scheduled during
5 non-work hours: *Provided*, That no leave may be taken unless the employee has first
6 exhausted all accrued vacation leave, personal leave, compensatory leave and any other
7 leaves that may be granted to the employee except sick leave and disability leave.

8 Before arranging attendance at the conference or activity, the employee shall provide
9 the employer with a written request for leave at least seven (7) days in advance of the time
10 the employee is required to utilize the visitation right. In emergency situations, no more than
11 twenty four (24) hours notice shall be required. The employee must consult with the
12 employer to schedule the leave so as not to unduly disrupt the operations of the employer.
13

14 **SEC. 5. *Verification.*** –Upon completion of the school visitation rights by a parent or
15 guardian, the school administrator shall provide the parent or guardian with the necessary
16 documentation of the school visitation. The parent or guardian shall submit such proof of
17 verification to the employer. The Secretary of Education and the Secretary of Labor and
18 Employment shall suggest a standard form of documentation of school visitation to schools
19 for use as required by this Section. The standard form of documentation shall include, but
20 not be limited to, the exact time and date the visitation occurred and ended. The failure of a
21 parent or guardian to submit the verification statement from the school to the employer within
22 two (2) working days of the school visitation shall subject the employee to the standard
23 disciplinary procedures imposed by the employer for unexcused absence from work.
24

25 **SEC. 6. *No diminution of visitation rights.*** – Nothing in this Act shall prevent an
26 employer from providing school visitation rights in excess of those allowed under this Act.
27 The rights afforded by this Act shall not be diminished by any collective bargaining act or by
28 any employee benefit plan.
29

30 **SEC. 7. *Limits on Leave.*** -- No employer that is subject to this Act is required to
31 grant the school visitation leave to an employee if granting the leave would result in more
32 than five percent (5%) of the employer's work force or five percent (5%) of an employer's
33 work force shift attending a school conference or activity leave at the same time.

1 **SEC. 8. *Implementing Rules and Regulations.*** – The Department of Labor and
2 Employment and the Civil Service Commission shall issue the implementing rules and
3 regulations for the effective implementation of this Act not later than thirty (30) days from
4 the approval of this Act.

5
6 **SEC. 9. *Effectivity.*** – This Act shall take effect fifteen (15) days after its publication
7 either in the Official Gazette or in at least two (2) newspapers of general circulation.

Approved,