

Tri-County Community Council, Inc.
Head Start/Early Head Start

Part: 1302 Program Operations

Subpart: I-Human Resources Management

Section: 1302.90 Personnel Policies

Subject: Holidays

Policy:

Head Start centers will be closed for regularly scheduled holidays.

Procedure:

1. Employees receive ten paid holidays each year, after their six-month probationary period.
The holidays are:
 - a. New Year's Day
 - b. Martin Luther King Day
 - c. Memorial Day
 - d. 4th of July
 - e. Labor Day
 - f. Veteran's Day
 - g. Thanksgiving Day
 - h. The day after Thanksgiving Day
 - i. Christmas Eve
 - j. Christmas

2. A calendar with regularly scheduled holidays will be provided to Head Start/Early Head Start parents in their enrollment package, and a reminder will be sent home with the children.