



Beaumont Soccer Association

H008- Holidays and Office Closure

Adoption Date:
Revision No: 1

Policy Type				
Administrative	Board	Financial	HR	Technical

1. Definitions

- 1.1. **'Statutory Holidays'** are the nine (9) holidays recognized by the government of Alberta.

2. Policy

- 2.1. Beaumont Soccer Association is a volunteer-based organization and does not operate on any statutory holidays. The Administrator position is salary based and does not receive time in lieu of holidays.

Due to the nature of our organization, we do not have a publicly accessible office. The Administrator operates from a home office and hours of availability will vary due to seasonal needs, including some nights and weekends outside of office hours.

3. Change Control

Change Description	Approved on Date
Updated policy to new policy template	January 17, 2025

