

# COVID-19

## CHANGES FOR EMPLOYEES

HCPS is excited to see a positive impact from the vaccine as the COVID-19 Pandemic continues to evolve and to date, we estimate 70-80% of HCPS employees are vaccinated. Although HCPS is not requiring vaccinations as a condition of employment, there are significant benefits to receiving the vaccine which enables HCPS to update current COVID-19 protocols related to employees. Beginning July 1, 2021, employee-specific changes will be as follows:

### DAILY SIGN-IN

- HCPS will discontinue sign-in procedures for employees attesting to health. Employees are still expected to monitor themselves for illness and should not report to the workplace sick or with any COVID-19 symptoms. Visitors will continue to sign-in and attest to health.

### QUARANTINE

- Fully vaccinated employees do not have to quarantine if they are a close contact to someone with COVID-19 and are not symptomatic. As of July 1, 2021, all staff will be charged personal illness time for any COVID-19 related absences, including quarantine. Any staff member who cannot receive the vaccine due to medical reasons may discuss individual circumstances with Kathleen.DeHoff@hcps.org.

### SMALL GROUP MEETINGS

- Employees may eat lunch together and have small in-person meetings if being in-person is important to completion of the task; however, masking and social distancing must be observed where applicable and possible.

### TRAVEL

- Employee conference travel may be approved by the applicable supervisor if the conference is appropriate, and the employee is vaccinated.

### VEHICLES

- Employees may share vehicles, and when doing so, should adhere to masking requirements and open windows when possible.

### ADA

- Requests for reasonable accommodation under the American with Disabilities Act should be sent directly to Katie.Ridgway@hcps.org.

**HCPS continues to follow masking guidelines specific for schools, social distancing where possible, handwashing, staying home when sick, supervisor led in-person or remote responsibilities, and intentional safety steps related to school sponsored activities.**