

**APPENDIX B**

**REQUEST FOR ACCOMMODATION: RELIGIOUS/SPIRITUAL BELIEF  
EXEMPTION FROM VACCINATION  
IN COMPLIANCE WITH EXECUTIVE ORDER NO. 13G  
("Protection of Public Health and Safety During COVID-19 Pandemic — Vaccinations Required  
for State Employees, School Employees and Childcare Facility Staff")**

**To request an exemption from the COVID-19 vaccination requirement under Executive Order No. 13G ("Order 13G") on the basis of a sincerely held religious or spiritual belief, please complete this form and return it via email to:**

Gary Highsmith  
Assistant Superintendent for Human Resources and Administration  
203.407.2059  
[covidexemption@hamden.org](mailto:covidexemption@hamden.org)

**All exemption requests will be considered on an individualized, case-by-case basis.**

Name (print):	Date:
Building:	Position:
Supervisor:	Cell Phone:

**Please initial below to confirm you have read and agree with the following statements:**

\_\_\_\_\_ I am requesting an exemption from the COVID-19 vaccination requirement under Order 13G because I object to vaccination on the basis of a sincerely held religious or spiritual belief, and I believe I am able to perform my essential job functions with a reasonable accommodation that is not an undue burden on the Hamden Public Schools (the "school district"). I understand that the term religious belief or practice does not include social, political, or economic philosophies or personal preference.

\_\_\_\_\_ I understand that under Order 13D, employees who have applied for an exemption from the COVID-19 vaccination requirement on the basis of a sincerely held religious or spiritual belief must provide appropriate supporting documentation upon request, and as such, I may be asked to provide additional supporting documentation. I verify that the information I am hereby submitting to support my request for an exemption from the COVID-19 vaccination requirement is true and accurate to the best of my knowledge. I understand that any falsified information can lead to disciplinary action, up to and including termination of my employment.

\_\_\_\_\_I understand that Order 13G directs school districts to implement a policy requiring employees who have not demonstrated proof of full vaccination to submit to weekly COVID-19 testing, and as such, **I must submit to weekly COVID-19 testing if the school district grants my request for an exemption from the COVID-19 vaccination requirement on the basis of a sincerely held religious or spiritual belief.** In addition to such testing requirement under Order 13G, the school district may require unvaccinated employees entering the workplace to follow certain health and safety precautions as communicated to me by the school district, and to take certain other measures as a reasonable accommodation, subject to the requirements of the interactive process, which may include, but are not limited to, the following: wearing a face mask regardless of whether there is a state-imposed mask mandate, working at a social distance from co-workers and students, working a modified shift, accepting a reassignment, participating in contact tracing, quarantining, and/or abiding by restricted access to facilities. I further acknowledge that it is my responsibility to abide by such precautions or other accommodations that may be provided and/or required by the school district in order to provide a safe and healthy workplace for myself and others in the school district.

\_\_\_\_\_I understand that the school district is not required to provide accommodations, including but not limited to an exemption from the COVID-19 vaccination requirement, if doing so would create an undue burden on the school district.

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Employee Signature:	Date:
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**HR USE ONLY**

Date of initial request: \_\_/\_\_/\_\_\_\_

Date certification received: \_\_/\_\_/\_\_\_\_

Approved \_\_/\_\_/\_\_\_\_

Denied \_\_/\_\_/\_\_\_\_

Describe why request is denied:

\_\_\_\_\_

Pending \_\_/\_\_/\_\_\_\_

More information is required. Describe what additional information is required.

\_\_\_\_\_