

TEMPORARY EMERGENCY POLICY: TRAVEL GUIDANCE FOR EMPLOYEES ESSENTIAL AND NON-ESSENTIAL AT-RISK PERSONAL TRAVEL

As of February 2, 2021, the CDC updated their guidance regarding travel, stating that travel increases your chance of spreading and getting COVID-19. The CDC recommends that you do **not** travel at this time. (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>)

The New Hampshire Division of Public Health Services—Department of Health and Human Services Bureau of Infectious Disease Control issued updated travel guidance on January 11, 2021 with a recommendation to avoid non-essential at-risk travel.

Essential travel includes travel for personal safety; medical care; care of others; parental shared custody; for medication, and for food or beverage (brief trips for take-out and groceries only); for delivering or picking-up a student from an institution of higher learning or a preparatory high school; or for work. Essential travel also includes travel for students and their parents or guardians who are visiting institutions of higher learning or preparatory high schools as potential future students, including allowing the students to remain at the schools for overnight stays. Employees who travel outside of the New England states for personal or leisure reasons cannot rely on this exemption.

At-risk travel includes travel outside of the New England states area of New Hampshire, Maine, Vermont, Massachusetts, Connecticut and Rhode Island; international travel (including to/from Canada); travel on a cruise ship; or travel on a mass transportation system (e.g., bus, plane, train, subway).

In response to the state and federal public health guidance regarding at-risk travel, the Governor Wentworth Regional School District, for health and safety reasons, has adopted the following guidance and policy:

- At-risk personal travel for non-essential purposes is highly discouraged. Employees who engage in at-risk personal travel for either essential or non-essential purposes must self-quarantine from the workplace for 10 days following the last date of the travel, unless they qualify for one of the exceptions set forth below.

The following employees do NOT need to self-quarantine from the workplace after at-risk travel:

- Employees who are 14 days beyond the second dose of their COVID-19 vaccine (i.e., 14 days after full vaccination); and
- Employees who are within 90 days of a prior SARS-CoV-2 infection that was diagnosed by PCR or antigen testing (if a person had a previous infection that was more than 90 days prior, then they are still subject to travel quarantine).

Employees will be required to furnish satisfactory medical documentation to verify the applicability of an exception.

Employees qualifying for an exception shall nonetheless monitor themselves for symptoms of COVID-19 daily, practice social distancing, avoid social and other group gatherings, always wear a face mask when around other people, and practice good hand hygiene at all times.

If an employee chooses to engage in at-risk personal travel for non-essential reasons, they will not be permitted to use accrued sick leave or personal leave for any missed work time during the required self-quarantine period following the travel. Depending on the nature of the employee's role and responsibilities, and with their supervisor's approval, the employee may be permitted to work remotely during the period of self-quarantine. If remote work is permitted, the employee's work time during the self-quarantine period will be paid in accordance with their contract.

Employees who must engage in at-risk personal travel for essential reasons may use accrued sick leave or personal leave in accordance with any applicable collective bargaining agreement for any missed work time during the required self-quarantine period following the travel. Depending on the nature of the employee's role and responsibilities, and with their supervisor's approval, the employee may be permitted to work remotely during the period of self-quarantine. If remote work is permitted, sick leave or personal leave will not be necessary because the employee's work time during the self-quarantine period will be paid in accordance with their contract.

Duration

This is a temporary policy based on a health emergency. This policy shall remain in place until such time as the Board determines that there is no longer a substantial risk associated with travel. The Board shall review this policy and applicable public health guidance regularly to determine whether this policy remains appropriate.

Adopted: 02/17/21