

**North Attleborough Public Schools
COVID-19 Out-of-state Travel Policy for School Employees**

I. Purpose

It is the purpose of this Policy to protect employees and the public they serve from contracting COVID-19 from employees who have recently returned from travel to a location that posed a high-risk of infection.

II. Scope

This Policy applies to all employees; however, to the extent that this Policy conflicts with the provision(s) of an employee's collective bargaining agreement, such agreement will control.

III. Lower-risk States

For the purposes of this Policy, "Lower-risk States" shall mean those states classified as such by The Commonwealth's Department of Public Health and Department of Transportation (collectively, "Departments"). Please note that these classifications are subject to change, as they are based on two criteria: (1) the average daily cases per 100,000 below six ; and (2) the positive test rate below five percent. Both criteria are measured as a seven-day rolling average.

IV. Stay-at-home Requirement for Employees who Return from anywhere other than a Lower-risk State

When an employee returns to Massachusetts after traveling to any location not classified as a Lower-risk State – including locations outside the United States – he/she is prohibited from entering his/her workplace for the 14 days following the date of return ("stay-at-home period"). Whether such employee is permitted to work remotely during the stay-at-home period will be determined by his/her Principal/Department Head and School Superintendent, and will depend on whether the essential functions of his/her position can be performed remotely.

V. Exceptions to Stay-at-home Requirement

Employees returning to the Commonwealth after traveling to any location not classified as a Lower-risk State are exempt from the required stay-at-home period in Section IV above under the following circumstances:

- The employee produces proof of a **negative test**¹ (Nasal PCR Test Only – Not the rapid antigen test) result for COVID-19 on a sample taken no longer than 72 hours before such employee’s arrival.
- The employee regularly commutes, at least weekly, outside of Massachusetts to a fixed place to attend school or work or the employee regularly commutes, at least weekly into the Commonwealth to a fixed place to attend school or work; provided that in either case, this exception applies only to and from the employee’s residence and place of work or school. This exemption does not apply to employees who travel to any place that is not their home state for personal or leisure reasons.

VI. Reentry into the Workplace

Before reentering the workplace after the 14-day stay-at-home period, such employees may be required to submit to a COVID-19 test; have his/her temperature read; and/or answer questions designed to determine whether he/she is experiencing any COVID-19 symptoms.

VII. Use of Leave during Stay-at-home Period

In accordance with COVID-19 Order No. 45 issued by the Governor on July 24, 2020 and the Families First Coronavirus Response Act (“FFCRA”), as of August 1, 2020, employees prohibited from entering the workplace under Order No. 45 and whose Principal/Department Head determines that the essential function of such employees’ position cannot be performed remotely are entitled to up to 80 hours of Emergency Paid Sick Leave (“EPSL”) under the FFCRA.

Please contact your Principal/Department Head or his/her designee for information on how to apply for EPSL.

VIII. Vacation Leave for Travel Outside of Massachusetts

The School District reserves the right to deny an employee’s request to use vacation leave for travel to a location other than the Lower-risk States set forth in Section III

¹ Such results must come from an FDA EUA-approved molecular (PCR) SARS-CoV2 test for this exemption to apply. The current list of FDA EUA approved tests can be found at the following websites: <https://www.fda.gov/medical-devices/coronavirus-disease-2019-covid-19-emergency-use-authorizations-medical-devices/vitro-diagnostics-euas#individual-molecular>; and <https://www.fda.gov/medical-devices/coronavirus-disease-2019-covid-19-emergency-use-authorizations-medical-devices/vitro-diagnostics-euas#umbrella-molecular>.

above based upon the operational impact of such employee's protracted absence resulting from the required stay-at-home period set forth in Section IV above.

Other School Policies notwithstanding, requests to use vacation leave for travel outside of Massachusetts must be made by completing and submitting the attached vacation request form to his/her Principal/Department Head. The Principal/Department Head and the Superintendent will sign such form, indicating whether the request is approved. Both signatures are required for approval.

If such request is approved, such approval is provisional and may be rescinded if the travel destination's classification as a Lower-risk State changes.

IX. Additional Information

Additional information regarding Governor Baker's Executive Order #45, the appropriate way to self-quarantine, the fines associated with failure to follow the adopted guidelines, FAQs and other pertinent information can be found on the Commonwealth of Massachusetts Covid-19 Travel Order Web Page at the following URL.

<https://www.mass.gov/info-details/covid-19-travel-order#massachusetts-travel-form->