

## **COVID-19 Mask Protocol**

- In accordance with Wyandotte County & the Health Department, Employees are required to wear masks:
  - In any public space, indoor or outdoor, and on district property.
- Exceptions include:
  - Solitary, enclosed workplaces, such as an individual office or classroom (this only applies if the staff member is in their individual office by themselves)
    - Does not include cubicles
- Masks must cover the nose & mouth at all times, including when speaking to someone. Please do not remove your mask when speaking to someone (in person or over the phone).
- Please note that masks MUST still be worn even if a staff member elects to get the COVID 19 Vaccine.

## **COVID-19 Social Distancing Protocol**

- According to the CDC, social distancing, also called "physical distancing," means keeping 6 feet of space between yourself and other people.
  - This includes but is not limited to:
    - staff members congregating
    - staff meetings
    - elevators
    - bathrooms
    - office spaces
- All meetings are encouraged to take place virtually to limit congregating of employees.

## **Proposed Disciplinary Action Plan**

• Disciplinary action may be administered for employees who do not follow proper mask usage and social distancing guidelines.