

During a state of emergency due to the COVID-19 pandemic and while the District remains in Phase 1, 2, 3 or 4, the District requires all staff to wear face coverings as set forth in this policy. "Face coverings" shall mean a mask that covers an individual's mouth and nose. Gaiters and bandanas do not qualify as acceptable face coverings due to their lack of effective safety protection.

Face coverings shall be worn in the following situations:

- Face coverings shall be worn at all times while in school buildings, except when eating or drinking. The requirement to wear face coverings at all times indoors applies even if social distancing can be maintained.
- Face coverings shall be worn at all times on the school bus.
- Face coverings shall be worn at all times outdoors on school property when social distancing of 6 feet from other individuals cannot be maintained.

Staff arriving at school without a face covering will be provided a face covering at no cost. Staff not wearing a face covering or refusing to wear a face covering will not be allowed on school property and will be docked a day without pay. Staff can request face coverings from the District at no cost. Additionally, further Personal Protective Equipment will be explored with/for any staff member who has a student who receives a face covering exemption due to medical conditions.

Staff may also wear protective face shields. However, if a staff member would like to wear a face shield in lieu of a face covering he/she must request this in writing to the building principal. The building principal, in consultation with the Superintendent, will make the final determination as to whether the staff member may wear the face shield in lieu of a face covering, taking into consideration environmental, health, and other tangible conditions relevant to the request. As part of this determination the principal may request a physician's note supporting this request due to medical reasons.

**Policy adopted:** August 17, 2020

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL