

# ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

108 Woodrow Avenue, St. Clairsville, Ohio 43950 • Phone: (740) 695-1624 • Fax: (740) 695-1627 • Website: stcschools.com

## SUPERINTENDENT'S OFFICE

Walter Skaggs, Superintendent  
Diane Thompson, Assistant Superintendent  
Darlene Graham, EMIS Coordinator/District Registrar  
Jim Yates, Network Administrator  
Sharon Harrison, Administrative Assistant



## TREASURER'S OFFICE

Amy Porter, Treasurer/CFO  
Betty Milhoan, Assistant to the Treasurer  
Valerie Lachendro, Assistant to the Treasurer  
Treasurer's Office Fax: 740-695-5805

## APPLICATION FOR EXCEPTION FROM MASK REQUIREMENT

Under the St. Clairsville-Richland City School District ("District") Board Policy and the Director of the Ohio Department of Health's "Order Requiring the Use of Facial Coverings in Child Education Settings" (issued August 14, 2020), all students, faculty, and staff in a child care setting, school building, or other location that provides care or education to any child in kindergarten through grade twelve shall wear a mask at all times.

Exceptions to the mask requirement will be made on a day-to-day basis in the following circumstances, as deemed applicable by the educator supervising the educational setting, building principal, or Superintendent:

1. The individual is communicating or seeking to communicate with someone who is hearing impaired or has another disability where an accommodation is appropriate or necessary;
2. The individual is actively participating in outdoor recess and/or physical activity where students are able to maintain a distance of six feet or more, or athletic practice, scrimmage, or competition that is permitted under a Department of Health Order;
3. The individual is seated and actively consuming food or beverage;
4. Where students and staff can maintain distancing of at least six feet and removal of the mask is necessary for instructional purposes, including instruction in foreign language, English language for non-native speakers, and other subjects where wearing a mask would prohibit participation in normal classroom activities, such as playing an instrument;
5. Students are able to maintain a distance of six feet or more and a mask break is deemed necessary by the educator supervising the educational setting; and
6. The individual is alone in an enclosed space, such as an office.

An individual may apply for an exception to the mask requirement, which would be applicable throughout the school year, if either of the following circumstances are applicable:

- The individual has a medical condition, including respiratory conditions that restrict breathing, a mental health condition, or a disability that contraindicates the wearing of a mask.
- When an established, sincerely-held religious requirement exists that does not permit a mask.

A person seeking a continuing exception to the mandatory mask rule must indicate the exception he/she believes is applicable to his/her circumstance by filling in the relevant box above, and providing a detailed description of his/her circumstance below:

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If seeking an exception due to a medical condition, mental health condition, or a disability that contraindicates the wearing of a mask, you must attach to this form documentation from the treating physician which supports such claim.

Applications must be submitted to the Superintendent's Office at 108 Woodrow Avenue, St. Clairsville, OH 43950. The Superintendent or his/her designee may require further information/documentation before making a determination of whether to grant or deny an exception.

Employee/Student Name: \_\_\_\_\_  
(Print)

Employee/Student/Parent Signature and Date: \_\_\_\_\_  
(Signature) (Date)