

**TEMPORARY EMERGENCY POLICY:
TRAVEL GUIDANCE FOR STUDENTS AND STAFF**

As early as July 22, 2020 the New Hampshire Division of Public Health Bureau of Infectious Disease Control updated guidance regarding travel outside of New England. Guidance to be found here: <https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/employee-travel-guidance.pdf>. In response to this, the Merrimack School District has adopted the following guidance.

- Non-essential international and out of state domestic business travel (conferences, workshops) are not permitted until further notice.
- Personal international travel, travel outside of the New England states (unless essential travel) and travel on cruise ships is discouraged; the CDC has provided a level 3 Global Pandemic Travel Notice. Essential travel is defined as travel that includes “personal safety, medical care, care of others, parental shared custody, for food, beverage or medication or for work. Employees who travel outside of the New England states for personal or leisure reasons cannot rely on this exemption.
- Employees and students who travel internationally, including Canada, or domestically outside of the New England States (New Hampshire, Vermont, Maine, Massachusetts, Connecticut, or Rhode Island) will be required to report their travel and quarantine in accordance with the procedures below.

Employees

Following CDC and state guidance, all staff will be subject to a daily screening process for onsite work. Such screening will include questions related to international travel or travel outside of the New England states.

Any employee who anticipates any travel that will require them to quarantine upon return and will result in missed workdays must report that anticipated travel to Human Resources as soon as possible in advance of said travel. If the travel was unexpected due to an emergency, the employee must notify Human Resources as soon as possible and, in all cases, prior to returning to the workplace.

An employee returning from international travel, travel via a cruise ship, or domestic travel outside of New England, must quarantine for a period of 14 days before returning to work or present a written release from a medical provider that permits the employee to return to work following a COVID-19 test with a negative result, whichever occurs first.

Accrued sick leave, vacation or personal leave may be used in accordance with any applicable collective bargaining agreement for any missed work time during the employee's quarantine following personal travel. Depending on the nature of the employee's job, with the supervisor's approval, the employee may be permitted to work remotely during the period of quarantine.

Students

The parent of any student whose travel will require the student to quarantine upon return, which will result in missed in person instruction, must report the anticipated travel to the building administrator as soon as possible in advance of said travel. If the travel was unexpected due to an emergency, the parent must notify the building administrator as soon as possible and, in all cases, prior to the student returning to the school.

Any student returning from international travel, travel via a cruise ship, or domestic travel outside of New England, may not attend in person instruction at school or participate in any school activities, but shall be able to continue their education in a remote environment, for a period of 14 days after return from said travel, or until presentation of a written release from a medical provider stating the student can return to the classroom after travel, whichever occurs first.

Duration

This is a temporary policy based on a health emergency. This policy shall remain in place until such time as the DHHS and the CDC restrictions on travel are lifted, or the Board determines that there is no longer a substantial risk to such travel, whichever event is the latter. The Board shall review this policy regularly to determine whether it remains appropriate.

Citations: New Hampshire Department of Health and Human Services, Bureau of Infectious Disease Control.

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