

Date: Fri, Jun 25, 2021 at 3:33 PM

Subject: [All SLOCOE Staff] SLOCOE Face Covering Requirements - Updated - ACTION REQUIRED

To: All SLOCOE Staff <allslcoestaff@slocoe.org>

In consideration of recently updated California COVID-19 safety standards for the workplace, as administered by the California Occupational Safety and Health Standards Board (CalOSHA) and updated [Face Covering Guidance issued by the California Department of Public Health \(CDPH\)](#) fully vaccinated employees that have submitted appropriate documentation may now choose to remove their face covering while indoors.

For SLOCOE staff, the updated CalOSHA and CDPH guidance provides the following two primary impacts:

- Staff working at non-student locations such as the main office, Morro Road, and other SLOCOE properties where there is no direct student contact
- Staff working at school district sites or SLOCOE properties where there is direct student contact.

SLOCOE Employees working at non-student locations

Effective July 6, 2021, employees working in non-school worksites, such as SLOCOE administrative offices where no students attend, may choose to remove face coverings indoors if they are fully vaccinated* and have submitted the following:

- Fully-vaccinated attestation submitted to HR
- Verification of Vaccination (i.e., copy of Vaccination Card, photocopied document, .pdf scan, a mobilephone picture, etc.)

A “fully vaccinated employee**” is an employee who can document that he or she received at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series, or a single dose COVID-19 vaccine.*

Self-Attestation Process - ACTION REQUIRED

Employees who are fully vaccinated may, for the purposes of this revised face covering policy, self-attest their full vaccination status by clicking [HERE](#) and completing the attestation form. After you complete and submit the form, you are no longer required to wear a face covering at non-school SLOCOE sites. You and your supervisor will receive a confirmation that your attestation has been received. If you work at a non-school site but HR does not receive an attestation from you, you are expected to continue to wear a mask at all times while indoors.

SLOCOE Employees working at student settings

SLOCOE employees working in “youth settings” including school sites and campuses must continue to wear face coverings indoors while students are present and adhere to the face covering requirements in accordance with CDPH Guidance for Public Schools.

SLOCOE Employees working in direct contact with the public

Employees who work in direct contact with the public shall do the following:

- While employees who interact with the public they must wear a face covering (i.e., fingerprinting, front desk, appointments to do business with the public, etc.)

- A visitor is anyone who enters an SLOCOE facility and is not SLOCOE personnel including parents or the public.
- Face covering requirements are posted at all entrances to alert visitors of the face covering requirements before entering a SLOCOE building.

Please read this carefully to determine if you are eligible to remove your face covering while indoors and to understand the steps to take to certify eligibility.

Visitor Masking Requirements

All visitors to any indoor SLOCOE facility must wear face coverings if they are not fully vaccinated against COVID-19, unless they meet one of the following:

1. They are under 2 years of age.
2. They have a medical condition, mental condition, or disability that prevents wearing a face covering.
3. They are hearing impaired or actively communicating with a person who is hearing impaired where the ability to see the mouth is essential for communication.

Pursuant to CalOSHA and CDPH Guidance on the Use of Face Coverings, employees are not required to wear face coverings when outdoors at any site, though face coverings are recommended for unvaccinated persons outdoors where there is sustained close contact within 6 feet of others, particularly in crowded outdoor settings.

We appreciate your patience, respect, and kindness with one another during this transition period and we welcome your questions. We will continue to keep you updated as SLOCOE policies and practices change after consideration of any additional revised guidance and regulations. Please do not hesitate to reach out to HR by phone or email us if you have any questions.

Thank you for your continued service.

--

Thomas Alvarez, MPA, SPHR-CA, SHRM-SCP

Chief Human Resources Officer

talvarez@slocoe.org

w 805-782-7230

Human Resources



This message and any attachments were sent by an employee of the [San Luis Obispo County Office of Education](#) and may contain confidential, private, and/or privileged information. It is solely for the use of the intended recipient. If you are not an intended recipient, you are hereby notified that you received this email in error. The information in this email may be confidential and/or legally privileged or subject to other privacy laws such as the Family Educational Rights and Privacy Act ("FERPA"). Any use, review, disclosure, reproduction, distribution, copying of, or reliance on, this email and any attachment is strictly prohibited by any unintended recipient. If you are not the intended recipient, please immediately notify the sender by reply email and delete this message and any attachments. Thank you for your cooperation. Email is covered by the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521 and may be legally privileged.