This memorandum is to advise that the District will require all students and staff to follow all recommended and mandatory state and local travel advisories and restrictions as it relates to personal travel during the COVID-19 pandemic.

Because travel increases your chances of getting infected and spreading COVID-19, the Centers for Disease Control and Prevention (CDC) recommends avoiding travel to protect yourself and others from getting sick. Currently, the District is suspending field trips and out-of-state travel outside a 100-mile radius for all CPS employees and students for the 2020-21 year. Additionally, all students and staff are strongly encouraged to consider the risks involved with personal travel out-of-state during this pandemic and to be mindful of any travel restrictions that may be imposed during the school year.

All employees must disclose personal travel ahead of time that would fall under a travel advisory to their supervisor in order to discuss whether your position would be eligible for telework or whether you would need to take leave as a result of a self-quarantine because of personal travel.

As of the date of this memo, Ohio is currently recommending a 14-day self-quarantine for travelers to states reporting positive rates of equal to or greater than 15 percent for COVID-19 testing. Check here for the most recent travel advisory information from the State of Ohio Department of Health: https://coronavirus.ohio.gov/wps/portal/gov/covid-19/families-and-individuals/covid-19-travel-advisory/covid-19-travel-advisory

For additional information about travel, visit the CDC Travel Web page: https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html