



Tips for Staying Healthy: What Employees Can Do

AACPS follows the professional and expert recommendations of local, state health officials, and the Centers for Disease Control and Prevention (CDC) to make informed decisions regarding the health and safety of students, staff, and visitors.

Please note that public health data and information which informs such recommendations are subject to change. AACPS will make modifications in accordance with local, state, and federal requirements.



Stay Healthy

- **Stay home if you are sick**, especially if you have any of the following symptoms:
 - cough
 - shortness of breath
 - difficulty breathing
 - new loss of taste or smell**Or any two** of the following symptoms:
 - fever of 100.4° or higher
 - chills or shaking chills
 - sore throat
 - headache
 - nausea or vomiting
 - fatigue
 - congestion or runny nose
- If you are sick, **seek medical care and avoid public places.**
- **If you or a member of your household has been in close contact with someone who has COVID-19, do not come to work.** Stay home, except to seek medical care. Avoid public places.
- **Consider flu shots** for you and your family.
- When coming to work, **pack water, hand sanitizer, an extra cloth face covering, and other materials.**
- **Wear a face covering when not at home**, especially when appropriate distancing cannot occur.
 - Choose face coverings with **breathable material that fit snugly**, but comfortably over the nose and mouth.
 - **Before putting on the face covering, hands should be clean** (soap and water or hand sanitizer)
 - **Face coverings should not be touched while being worn** and should only be removed with clean hands.
 - Face coverings should **not be worn while wet**, as doing so could make it difficult to breathe.
 - Cloth face coverings should be **washed after every use.**
- **Wash your hands or use hand sanitizer frequently.**
- Become familiar with AACPS' suite of safety protocols at www.aacps.org/safetyprotocols.
- **Continue healthy habits** like eating a balanced diet, exercising, managing stress, and getting plenty of sleep.



Be Well – Mental Health

- **Have family discussions to express feelings about the pandemic.** Address concerns among each other by researching issues and spending quality family time together.
- **Stay connected with your friends and colleagues.** Strong relationships are especially important during times of uncertainty and unfamiliarity.
- **Use the Employee Assistance Program for resources** to deal with workplace and everyday stress, as well as issues coping with COVID-19. www.aacps.org/eap.
- **Review the Confirmed Case Guidance protocol** at www.aacps.org/safetyprotocols to fully understand what happens if a school, Central Office, or satellite office is affected by laboratory confirmed case of COVID-19.
- Remember that you are not alone. AACPS is made of many resilient and kind individuals who make a mighty awesome community.