**FW POOL employee sick leave 2020**

**PRACTICE SAFE HYGIENE**

* STAY HOME if you have any symptoms COVID-19, have tested positive for COVID-19, or were exposed to someone with COVID-19 within the last 14 days
* Wash your hands thoroughly and often
* Cover your coughs and sneezes
* There will be a daily monitoring of staff temperatures before reporting to work. You can do this yourself in order to verify that you do not have a temperature.

**LEAVE POLICY**

* Any employee that exhibits any symptoms of COVID-19 should not report to work.
* Let someone on the Operations Team know immediately.
* If you think or know you had COVID-19, and had symptoms;
	+ You can return to work after 3 days with no fever, symptoms improve, and it has been 10 days since symptoms first appeared.
	+ You must have a doctor’s note clearing you fit to work.
* If you tested positive for COVID-19, and had no symptoms;
	+ You can return to work if you continue to have no symptoms and 10 days have passed since being tested and, you received two negative test results in a row at least 24 hours apart.
	+ When returning to work, you must have a doctor’s note clearing you fit to work.