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Employee Communication – 11/18/2020

“Good morning,

Yesterday, the Pennsylvania Department of Health announced further mitigation measures relating to COVID-19. These updates include a strengthened mask order and travel testing requirements for anyone entering Pennsylvania.

As a result, The Learning Lamp has updated its COVID-19 Travel Policy to include the new testing requirements:

- Employees who travel outside of Pennsylvania must be tested within 72 hours before returning to the State or must quarantine upon return until tested
- If an employee chooses to not be tested, a 14 day quarantine will be required. Employees will be required to take Paid Time Off or unpaid days for this time.
- Employees cannot return to work after travel outside of Pennsylvania until Human Resources receives a negative COVID-19 test and approves the return.
 - COVID-19 Tests should be uploaded to the WorkBright Form titled “COVID-19 Test Result Post Travel” for approval.

Per the Department of Health, the above guidelines take effect on Friday, November 20th, 2020. [The Learning Lamp's new COVID-19 Travel Policy can be accessed by clicking here.](#)

If you are planning travel outside of Pennsylvania prior to December 31st, 2020, please submit the COVID-19 Travel Screening Form in WorkBright by Friday, November 20th, 2020. [A copy of the Travel Screening Form can be accessed by clicking here.](#)

Please let me know if you have any questions or need any assistance with these items.”



The mission of The Learning Lamp is to engage all children in the support they need to succeed. The Learning Lamp is a 501(c)(3) nonprofit organization, donations to which are tax deductible to the fullest extent permitted by law. The official registration and financial information of The Learning Lamp may be obtained from the Pennsylvania Department of State by calling toll free with in Pennsylvania; 1-800-732-0999. Registration does not imply endorsement.