

TEACHERS & WRITERS COLLABORATIVE

Teachers and Writers Collaborative, Inc. Policy Regarding COVID Safety Measures

The following policy applies to Teachers and Writers Collaborative (T&W) employees, teaching artists contracted to provide services by T&W, volunteers, interns, and any other representatives of T&W.

The following policy is in compliance with [CDC Guidance](#) (as of August 4, 2021), the New York City "COVID-Safe Requirement" of [Executive Order 78](#) (vaccinate or test requirement) and [Executive Order 79](#) (face coverings requirement). (Executive Order 79 supersedes Executive Orders 77 and 74.)

[New York City Executive Order 74](#) of July 31, 2021, and the [vaccination mandate for all NYC DOE employees and contractors](#), announced August 23, 2021,

All employees or teaching artists under contract with T&W must **provide proof of full vaccination by September 27, 2021**. Accepted forms of proof of vaccination include:

- a [CDC vaccine card](#)
- the [Excelsior Pass App](#) on a smartphone
- a printout or image of your Excelsior Pass
- a record of vaccination from the healthcare provider who gave you your vaccine

Any employee or teaching artist that remains unvaccinated because of a disability or sincerely held religious belief must contact T&W to request a reasonable accommodation.

Masks are required at all times by all employees, teaching artists, interns, volunteers, or other representatives of T&W, regardless of vaccination status, when interacting with the public. This mask requirement extends to public interactions including, but not limited to, those with schools, community centers, senior residences, and health care settings.

Teaching artists providing services on location at a partner school, community center, or other program site, must comply with any additional safety policies of that location.

This policy will continue to be updated in compliance with City, State and Federal mandates.

Last updated: September 30, 2021