



COVID-19 Update for 2424 Members - Provisions Related to Childcare | Annual, Special, and Sick Leave During Altered Operations – March 17, 2020

The University previously announced that staff would still be paid and would not be required to use any kind of leave as a result of Provincial school closures during the two-week period following March break.

Carleton has now extended those provisions to be effective immediately, and for parents affected by daycare closures as well, following the [latest recommendations from Ottawa Public Health](#) and the [Province of Ontario](#). Please advise your Manager if you are unable to work, even from home, in order to care for your children. These measures are now in place for this current March break period and for the following two weeks, until April 3.

You may still request annual or special leave even if you are working from home, but again, **these are not required if you are unable to work because of childcare considerations, or if you are required to self-isolate**. Please note there are [differences between "social distancing" and "self-isolation"](#).

And, as always, you are not required to work if you are sick, not even from home. The use of sick leave *would* still be required if you actually become ill or injured for any reason. Advise your Manager if you are sick, at all, and if you are one of the few still working on campus and you are ill, stay home.

Jerrett Clark
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