

## Vaccinations FAQ for JCPS Employees

1. Will JCPS require employees to be vaccinated? **No, JCPS strongly encourages but does not plan to require COVID-19 vaccinations for most of its employees.**
2. I signed up to get the vaccine. Who, when and how will I be notified of when my appointment is? **The Louisville Metro Department of Public Health and Wellness (LMDPH) has the list of all JCPS employees who have requested the vaccine. They will be notifying you via email of your appointment time and date. All vaccinations for JCPS employees will be done at Broadbent Arena at the Fairgrounds.**
3. What do I need to bring with me to the vaccination appointment at Broadbent? **You will need to bring a photo ID, insurance card and a mask to your appointment. You are also encouraged to fill out the [3 pages of required forms](#) before you arrive.**
4. How can I reschedule my appointment to receive the vaccine if I am unable to go at the originally scheduled time?  
**Contact the Health's Department's customer care team at [COVIDvaccine@louisvilleky.gov](mailto:COVIDvaccine@louisvilleky.gov).**
5. I requested an accommodation to continue working remotely. Will that request be granted? **We are reviewing all accommodation requests as employees will soon have access to the vaccine. Our Benefits Center is contacting each employee who requested an accommodation to see if the employee's request will be altered by the employee's vaccination decision. Keep in mind that after a decision is made to return to in-person classes, accommodation requests will be governed by the parameters of the Americans with Disabilities Act (ADA) and/or definitions of "high risk employee" that may be included in an applicable governor's Executive Order in effect at the time. It is important for employees to understand that once JCPS returns to in-person instruction, the physical presence of nearly every employee at their work location is an essential function of their job.**
6. Will the health department or JCPS be prioritizing staff who work directly with younger students first? **Yes, JCPS is asking LMDPH to begin with vaccinating primary school-based staff first. LMDPH expects to be able to vaccinate all JCPS employees who requested one.**
7. I am pregnant, don't want to receive the vaccine at this time and would like an accommodation from returning to my workplace. Will this be granted? **Requests for accommodations by pregnant employees will be individually reviewed under the Kentucky Pregnant Workers Act. Once JCPS returns to in-person instruction, the physical presence of nearly every employee at their work location is an essential function of their job.**
8. I have requested an accommodation because I live with or care for a person who has been identified as high risk. Will my accommodation request be granted? **As stated above, each accommodation request will be individually reviewed. However, it is unlikely that accommodations will be granted for this reason alone. The ADA only applies to disabilities of the individual employee and does not extend to family members of the employee.**
9. If I request and receive a vaccination, will I be required to return to my JCPS work site, including a school building? **Yes, unless you have requested and been granted an accommodation under ADA as described above or qualify as a "high-risk" employee under any Executive Order that may be in effect at the time.**
10. If I'm not vaccinated, will I be required to come back to my workplace, school building or bus when schools reopen? **Yes, unless you have requested and received an accommodation as described above.**
11. If I receive the vaccine through some other group, do I need to notify JCPS? **No.**
12. If I received the first dose of the vaccine but not the second (booster) shot am I still allowed or required to return to my workplace? **Yes on both.**

13. If I didn't request the vaccine and have changed my mind, can I still receive a vaccination through JCPS and the health department? **We have developed a wait list for employees who have changed their mind and now want to receive the vaccine. However, there is no guarantee of enough extra doses allocated to JCPS to cover those on the wait list.**

14. Once I'm back in my workplace, will I know which of my co-workers have been vaccinated and who hasn't? **No.**

15. I recently had COVID-19. Can I still get the vaccine? **The health department recommends that a person wait 30 days from diagnosis of COVID-19 to receive the vaccine if they were hospitalized, and at least 14 days if positive for COVID but not hospitalized.**

16. **Those who have tested positive should wait 10 days from the time they tested positive. If needed, you may be able to reschedule by contacting [COVIDvaccine@louisvilleky.gov](mailto:COVIDvaccine@louisvilleky.gov).**