



Dear Families,

As news regarding the coronavirus threat continues to evolve, we wanted to reiterate and update you on the current policies we have in place to preempt exposure within our school communities. We continue to closely monitor this situation and align our response with guidance from local and national health agencies, as well as emerging information from within the education community.

Today, February 27th, we proactively implemented a policy to safeguard our school communities with the following guidelines:

- Follow the CDC travel advisory, which warns against all non-essential travel to China and other listed countries: [CDC.gov](https://www.cdc.gov)
- If your family (including students) have returned from travel to China or listed countries: (Visit [CDC.gov](https://www.cdc.gov)), as of February 27, 2020, we ask that you voluntarily keep your student(s) home from school for 14 days. Every effort will be made to assist students in keeping up on schoolwork and easing their transition back to school after the quarantine period. During this period, students will have excused absences from school.
- If any individuals in your household have traveled from China (or listed countries, [CDC.gov](https://www.cdc.gov)) on or after February 27, 2020, we ask that they voluntarily quarantine themselves for 14 days. This may mean staying away from children, so that children may continue to attend school. This may also apply to guests visiting who traveled from China.
- As further clarification, we request that if individuals in your household are under self-quarantine in your home, please also keep your children at home for the same 14-day period, beginning on the day the individuals arrived in the U.S. from their China and/or oversea travels from countries listed by the [CDC.gov](https://www.cdc.gov)

We remind our families, our students, and our staff that we are a strong, supportive community, and we need to take care of ourselves and each other during this time of heightened concern. While we cannot make these requirements mandatory, as we do not have the authority of a government agency, we do ask that, in the spirit of community, you do what is best for everyone.

In addition to the self-quarantine policy for overseas travelers, please keep in mind that we are also in the height of flu season. If you have any illness symptoms, please go get tested to rule out Flu A and B, as well as getting the appropriate treatment:

- Increased daily cleaning by staff and janitorial staff, with special attention to “high-touch” surfaces
- Continued daily “wellness” checks of students and promptly sending students home if they show signs of illness
- Increased attention to and instruction on healthy hygiene practices for our students (e.g. proper hand-washing, proper coverage of coughs and sneezes) -- we invite you to reinforce these practices at home using the attached **Hand Washing Guide**

School Health Guidelines are Strictly Enforced. We understand that missing work to care for a sick child may be inconvenient; however, for everyone’s health and safety, we ask for your partnership in keeping your child home if you observe the following symptoms of a contagious illness:

- Fever of 100.4 degrees or more. Children must be free of fever for at least 24 hours, unassisted by fever-reducing medication before returning to school.
- Green discharge from the eyes or nose
- Watery, inflamed eyes
- Crusty eyelids
- Sore throat
- Deep cough
- Vomiting
- Diarrhea
- Heavy nasal discharge
- Unusual irritability
- Rash or other open sores
- Flushes appearance, clamminess

If you have questions regarding coronavirus symptoms, prevention and treatment -- consult the official resources:

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

<https://www.cdc.gov/coronavirus/2019-nCoV/summary.html>

<https://www.sccgov.org/sites/phd/DiseaseInformation/novel-coronavirus/Pages/home.aspx>

Thank you in advance for your continued support. Together, we can keep our community healthy and safe -- We sincerely appreciate everyone’s efforts!

Sincerely,
Melanie Humenansky
Head of School