



March 5, 2020

Dear Finn Families,

As the concern regarding the global outbreak of COVID-19 grows, our school's focus is now to plan and prepare. Over the last week, we have received guidance and information from our authorizer, as well as the New York State Education Department (NYSED). The purpose of this letter is to share with you that while our school does not have any confirmed cases of COVID-19, we are monitoring this situation and following guidance from other trusted sources, such as the Centers for Disease Control and the Chemung County Health Department.

The CDC continues to encourage common-sense strategies for preventing the spread of communicable diseases. We ask for your assistance to reinforce health prevention measures at home in the following ways:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Review hand-washing tips. Wash hands often with anti-bacterial soap and water for at least 20 seconds.
- Keep scholars home if showing symptoms of illness and remain mindful of our policy of 24 hours fever, vomit, and diarrhea-free before returning to school.

As a school, we are reviewing our current procedures, which already include many of the preventive strategies listed above to reduce the spread of a wide variety of infectious diseases, including flu. Handwashing posters are posted in all bathrooms as a reminder to staff and scholars of the recommended steps of efficient handwashing.

Staff continue to implement preventive measures that include reviewing hand-washing protocols with scholars, providing anti-bacterial soap and/or hand sanitizer that contains at least 60% alcohol in classrooms and bathrooms, and conducting daily cleaning and sanitation for high touch surfaces by our facilities staff, including doorknobs, tables, and railings.

If the school was to become aware that a scholar or staff is diagnosed with COVID-19, we will work with local health officials to determine our next steps. According to the CDC, schools are not expected to work in isolation as it relates to cancellations or closures, and NYSED is continuing to update their procedures and guidelines pertaining to this.



As our spring break approaches in April (April 6-13), families are also encouraged to follow the CDC's information for travel, available at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>.

Information changes quickly on this topic and we will be placing more COVID-19 resources from the CDC and Chemung County on our website. Attached to this letter, you will find a fact sheet from the County Health Department.

As always, the health and safety of our scholars and staff remains our highest priority, and we will continue to be vigilant in our efforts to help prevent the spread of this illness.

Best

*Aimee Ciarlo*

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*Dean of Scholars*