

March 10, 2020

Dear Friends:

I write today with some updates on our efforts to be as prepared as possible for any situations we encounter as the Coronavirus (COVID-19) remains a global challenge.

Here on campus, the planning committee charged with our response to this crisis is in receipt of guidance from our local professional associations, the Centers for Disease Control (CDC) and the National Institute of Allergy and Infectious Diseases (NIAID) at the NIH. While we are doing all that we can to insure the health and safety of our community, we are working equally hard to remain abreast of emerging information and protocols. At present, we are requesting that you adhere to the following guidelines which will be revised as circumstances change.

Community Health

As I noted in my letter of last week, the responsibility for our collective good health is a shared one. At Primary Day, we continue to employ a rigorous cleaning routine, cleaning door handles, faucets, railings, light switches, desks, chairs, and all other surfaces throughout the school day and every evening. All teachers and staff have a supply of disinfecting wipes, hand sanitizers, cleaners and tissues for their frequent use in both classrooms and offices. To supplement our daily and evening cleanings, we have engaged Red Coats (the largest, professional custodial services firm in the Washington area) to provide a comprehensive cleaning of the entire school every weekend.

Our approach with the children continues to be measured and responsive, not reactive. We instruct students to wash their hands regularly for at least 20 seconds, utilize hand sanitizers when appropriate, not to touch their eyes, nose and mouth and to sneeze and/or cough into their arm. Please practice these routines at home. Finally, it is crucial that children who are ill do not come to school. Consistent with our *Health Exclusion from School* policy, they will be sent home if they arrive ill. Upon their return, please inform Mrs. Hendrickson, our school nurse, of any diagnosis and/or symptoms that your children manifested while away from school.

Spring Recess Travel (updated guidelines)

It is understandable that many of you have already made plans to travel during our spring recess which begins next week. I ask you to consider cancelling those plans if they include international trips to nations designated by the CDC as either Category Two or Three. **Be advised that if you do travel to or**

through these areas, your child and family will not be allowed on campus for 14 days following your return to Maryland. Please inform my office of your travel plans prior to your departure so that we can collaborate regarding support for your child's learning while they are quarantined at home and be aware that should the list of geographies requiring self-quarantine be expanded, our return restrictions will be expanded as well.

School Closure and Student Learning

While we are optimistic and hope that an extended school closure is, at this writing, only a remote possibility, we are planning in earnest for just such a situation. Teachers have begun to put together assignments that can be circulated in multiple formats as needed. Please advise my office if you would not have the technology tools and access necessary for learning opportunities to be made available to your child remotely. Later this week, we will test our electronic notification systems so that our communication with you is never compromised. Finally, and most importantly, be assured that Primary Day will remain open unless circumstances dictate otherwise.

Our School Family

Over the course of the last few days, we have witnessed right here at Primary Day, children making discriminatory or otherwise unacceptable comments about their classmates of Asian heritage; members of our own school family. Truly regrettable. Whether based in fear, intolerance or ignorance, these behaviors will not be tolerated under any circumstances and the children involved have been admonished and their families informed. With that said, these situations, however difficult, do provide us with opportunities in 'real time' to teach and to model kindness, inclusiveness, acceptance and tolerance – know that we continue to do just that.

I cannot stress enough the importance of our relational support for one another. Our common humanity is, in challenging times, the binding salve. That is why you chose Primary Day for your child and family. This is who we are.

Thank you for your patience and your trust.

Warmly,



Scott Lawrence
Head of School



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