

SCHOOL Family,

We are monitoring the alerts from the Centers for Disease Control and Prevention (CDC) about the possible spread of the coronavirus within the United States. Though there are no confirmed cases in Michigan, we want to assure you that our school is doing everything possible to prevent the spread of communicable diseases. We continue to follow the current guidance from the Michigan Department of Education (MDE) and the Michigan Department of Health and Human Services (MDHHS). At this time, the health risk to the general public of Michigan remains low.

While the current health risk is low, we are preparing for the possible spread of the virus in the U.S. which could impact school attendance, the delivery of instruction, and, worst case, cause us to close the school. We will be working with our board, charter authorizers, administration, staff, and the MDE, to plan for the continuation of instruction should this situation occur. Any potential decision to close school due to communicable disease outbreaks will be made by the board and administration in consultation with our local County Health Department medical staff. These decisions will be guided by the MDE and the MDHHS and we will keep you informed.

All families with a child who recently (in the past two weeks) traveled to an [area highly impacted by the Coronavirus](#) (currently China, South Korea, Japan, Italy, and Iran) must follow the CDC guidelines and contact the school prior to sending the child to school per the CDC and MDHHS's recommendation. The person-to-person spread of the virus appears to spread via respiratory transmission and touch. Symptoms are similar to those of influenza (e.g., fever, cough, and shortness of breath). Please only notify us about your child/children who have recently traveled to a country impacted by the coronavirus. We cannot discuss the health concerns of other students due to confidentiality restrictions.

We are continuing to maintain enhanced daily cleaning and sanitizing. We will make available hand sanitizer dispensers containing a CDC approved solution effective against common disease-causing organisms. While handwashing with soap and warm water is always preferred to the use of sanitizers, students should be reminded to use the school-provided sanitizers when hand washing is not available.

Again, we would like to remind you of the recommended precautions for preventing the flu and other viruses:

- **Stay home when you are sick.** If possible, stay home from work, school, and errands when you are sick. Avoid close contact with people who are sick.
- **Avoid touching your eyes, nose, or mouth.**
- **Cover coughs and sneezes.** Use a tissue to cover coughs and sneezes, then dispose of the tissue. When a tissue is not available, cough or sneeze into your elbow.
- **Clean and disinfect surfaces or objects.** Clean and disinfect frequently touched surfaces at home, work, or school especially when someone is ill. Find additional CDC resources on how to clean and disinfect [here](#):

<https://www.cdc.gov/healthywater/emergency/cleaning-sanitizing/household-cleaning-sanitizing.html>

- **Wash hands for 20 seconds.** Washing hands often under clean, running warm water can help prevent the spread of germs. For more guidance see the CDC website: www.cdc.gov/handwashing/when-how-handwashing.html. If you cannot wash your hands, use hand sanitizer.

For more information on the coronavirus, please visit the CDC website at: www.cdc.gov/coronavirus/2019-ncov/index.html, and the Michigan DHHS website at: https://www.michigan.gov/mdhhs/0,5885,7-339-71550_5104_97675---,00.html

Thank you for your cooperation in keeping our students and staff safe and healthy.

SCHOOL LEADER NAME

TITLE

School