

March 13, 2020

Dear Parents and Guardians:

The LEAD Center is taking the current Coronavirus (COVID-19) situation and the continued education of your child very seriously. We are putting preventative measures in place to ensure that our school is properly sanitized to minimize the spread of germs/viruses so that we can continue to operate on a regular schedule. We understand there is a delicate balance between being cautious about the Coronavirus while also ensuring that students have access to the educational and behavioral services in their IEP. We are all navigating unprecedented circumstances, so while we are making every attempt to remain open during this time - changes may be made quickly. We will use our Remind System and our Facebook page to send out information to parents/guardians in the event of a change in schedule.

In the meantime, here are a few tips on how you can help reduce the spread of illness to other children:

Just as we would recommend with other respiratory diseases such as the flu or cold, please keep your child home if he/she exhibits any of the following symptoms/conditions that may indicate the start of a communicable disease:

- Temperature of 100 degrees or higher within the last 24 hours (must be fever-free for full 24 hours without the use of Tylenol or Motrin before returning to school)
- Diarrhea and/or vomiting within the last 24 hours
- Severe cough Severe cold, especially with greenish/yellow nasal drainage
- Undetermined rash (requires doctor's note indicating it is not contagious in order to return to school)
- Sore throat and/or difficulty swallowing (must be on antibiotics 24 hours before returning to school with strep throat)
- Red, watery, burning, itching eyes or yellowish drainage (pink eye must be treated for 24 hours before returning to school)

By following these guidelines you will assist the LEAD and other schools in decreasing the spread of illness. We ask that you make arrangements to have a caregiver available within 30 minutes of our notification to you if your child has become ill while in school. Be sure that your child's emergency contact information is current with names and phone numbers if school staff need to reach someone who can pick up your child.

Some of the proactive strategies that we are taking as a school include:

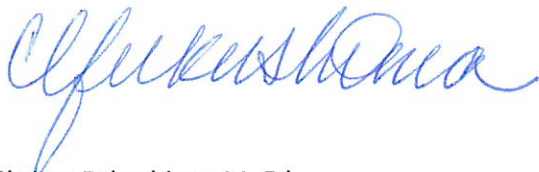
- Providing direct instruction to students on how to wash their hands for the recommended 20 seconds.
- Alternatives to high-fives and hugs as greetings
- Scheduled classroom and school-wide cleanings with appropriate sanitizers
- Screening students who may appear ill upon entry to the school so that they can return home, if necessary.
- All community-based instruction and field trips have been cancelled for the next two weeks to reduce the student's exposure to the community.

We are communicating regularly and openly with the 11 different school divisions that we serve, and we are prepared to make adjustments to our schedule, if necessary. If you have questions, please call us at 804-452-3730.

As some of the school divisions make decisions to close, please contact your child's IEP case manager from your school division to see if transportation will be provided to and from LEAD if your child's school division is closed for a specified period of time.

Thank you for your continued support and engagement.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chrissy Fukushima".

Chrissy Fukushima, M. Ed.

Executive Director

How to receive updates regarding any schedule changes:

*To sign up for our Remind, text-alert system please text the message '@tlcstu' to the number '81010' and follow the prompts to join our text notification system.

*Our Facebook page is titled 'The LEAD Center' and can be found by searching for @theleadcenter in the Facebook search box. Our profile picture is our logo, an orange box with the letters 'tlc'.