



Charleston Day School

March 2, 2020

Dear Charleston Day School Families,

We have been closely monitoring the U.S. Centers for Disease Control (CDC), World Health Organization (WHO) and the South Carolina Department of Health and Environmental Control (SCDHEC) for daily updates and guidelines for schools regarding the coronavirus (COVID-19). At present, the CDC is recommending that school administrators, as well as childcare centers and workplaces, prepare for a possible outbreak.

As the CDC emphasized, there *is not currently a coronavirus pandemic* in the United States. A pandemic occurs when a disease is spreading from a variety of sources across a large region. At present, the number of cases across the U.S. is small and none have been reported in South Carolina. As this situation evolves, the school will continue to monitor new developments and reevaluate our steps and actions, including possibly temporarily suspending our morning handshake. As always, we will keep you informed of any changes.

The possibility of schools closing as a result of the spread of the virus, or to protect against the spread of the virus, has been a point of discussion around the world. In order to be prepared, the administrative team has started planning for the potential impact to daily operations of our school, including discussions with our faculty on how to plan for this possibility. Our goal is to be as proactive and transparent as possible, considering this is a fluid situation.

As part of our ongoing education and practice of illness prevention, we continuously reinforce the importance of healthy hygiene with our students and employees, including:

- Thoroughly washing hands with warm soap and water
- Avoiding close contact with people who are sick
- Avoiding touching your eyes, nose, and mouth
- Staying home when you are sick
- Covering your cough or sneeze with a tissue, then throwing the tissue in the trash
- Cleaning and disinfecting frequently touched objects and surfaces
- For more information, visit [CDC Coronavirus Prevention Guidelines](#)

If your family will be traveling during Spring Break, please check the [CDC Travel Page](#) for updates on travel recommendations. In addition, we ask that you notify [Margi Marks](#) if you or anyone in your immediate family:

- will be traveling out of the country
- is symptomatic or diagnosed with an illness
- is quarantined

Finally, please remember that students take their emotional cues from the adults around them. We encourage you to monitor your child's engagement in the topic and help them understand what they are seeing and hearing to avoid anxiety. Being prepared is not a cause for panic or alarm. To assist you in discussing the topic with your children, here is a [helpful article](#) and a [child-friendly video](#). Additionally, Allison Nesser, the school counselor is available should you need assistance.

The health and safety of our students and staff remain our top priority and we appreciate your support and partnership in helping to keep our community healthy and safe. Please don't hesitate to contact me should you have any questions.

Warmly,

A handwritten signature in blue ink that reads "Judith". The signature is written in a cursive style with a large, prominent initial 'J'.