



February 29, 2020

To the Princeton Day School Community,

At this week's annual meeting of the National Association of Independent Schools, held in Philadelphia, school leaders were briefed on the most current information available on the coronavirus (COVID-19), and advised on the steps they should take to prepare themselves. Drawing from the Centers for Disease Control (CDC) February 25 press conference, the Association has provided guidance to schools for this rapidly evolving health situation.

As the CDC emphasized, while the global situation is evolving, the number of confirmed cases of the virus in the United States remains small. As our school's highest priority is the health and safety of our community, a team of school leaders at Princeton Day School is continuing to review a range of protocols, as it prepares for any number of contingencies.

With spring break just a week away, we anticipate that members of our community will travel during that two-week period. The list of countries placed under travel advisories due to the corona virus continues to grow, and I would urge you to consult the [CDC's travel advisories](#) as you consider your family's travel. Should you decide to travel to any of the impacted areas, I ask you to notify us before your child returns to school. In certain cases, we may ask an individual student – or groups of students – to remain home for a period of time.

As for school-sponsored activities, we have decided to proceed with pre-season trips for baseball and girls and boys lacrosse. The trip to the Island School in the Bahamas will go forward. However, as a guest artist was to have come from Japan to lead the spring break photography seminar, we have decided not to move forward with this course. Director of International Travel Christian Cousins will be in direct touch with parents of students in both groups.

We have been in close touch with groups that rent our facilities to remind them of their obligation to follow all of our school's guidelines and protocols. From Tuesday, March 17 until the opening of school on Monday, March 23, we will close the entire facility to all outside organizations, to allow our custodial staff to prepare our buildings for the return of our students. As additional steps may be warranted, we will take them.

I have asked our school's Chief Information Officer, Jon Ostendorf, to convene a working group to provide for continuous remote learning, in the event that the normal operation of the school is interrupted for a period of time. I have also asked Dr. Candy Shah to develop enhanced health and safety protocols, should the virus come to have a presence within our school community. I will share information on both fronts as circumstances warrant.

Focused as we should be on the virus itself, the flu presents the greatest risk to our community at this time. As the paragraph above underscores, we are working hard to ensure that our facilities are clean and safe. We ask you to play your part by observing proper hygiene (hand washing and covering coughs and sneezes with a tissue or sleeve), keeping your ill child home until he/she is well, and notifying us should you travel to countries under travel advisories. While the school is committed to your child's health, we must rely on the active support and participation of all members of our community in this endeavor. I know I can count on yours.

As you have questions or suggestions about health and safety, please contact Director of Wellness Dr. Candy Shah ([mshah@pds.org](mailto:mshah@pds.org)), the health office (924-6700, extension 1190), or me. Of course, should the situation change during spring break, I will be back in touch with you.

On behalf of my faculty colleagues, I want to thank you for your patience and cooperation.

Respectfully,

A handwritten signature in black ink, appearing to read 'PJS', with a horizontal line extending to the right.

Paul J. Stellato