

STEVENSON

March 8, 2020

Dear Carmel Campus Community:

Knowing that you have already received several emails from Kevin Hicks regarding Stevenson's response to the COVID-19 outbreak, I write to share some of the detailed steps we are taking at the Carmel Campus to both prevent the spread of germs and to educate our young learners about basic hygiene at such a challenging moment.

In addition to teaching all students to wash their hands properly (thirty seconds, with fully lathered soap) and frequently, not share food or beverages, and avoid close physical contact, the faculty will also explain how they can help prevent the spread of germs.

Lower division faculty will direct their students to wash their hands upon entering the classroom, before and after snack and lunch, and upon returning to the classroom from the playground or from any speciality class. Every lower division classroom is stocked with ample disinfectant wipes, hand sanitizer, and additional hand soap.

In the middle division, all students will be required to wash hands upon arrival to school and will be required to either wash their hands or use hand sanitizer between each class period. Like the lower division students, they will wash their hands before and after snack and lunch. Every middle division classroom is stocked with disinfectant wipes and hand sanitizer. The administrative office has hand sanitizer available as well.

If an employee becomes concerned that a student may be ill, they will immediately send or escort the student to the office and the student's parents will be contacted. The student will be sent home as soon as possible. Following the protocol that was described in Kevin's [note](#) earlier today, any student who is out of school with an illness lasting three or more days is required to see a doctor and receive a note from the doctor indicating they are well enough to return. Any student in this category who arrives at school without such a doctor's note will be sent home immediately.

As a parent, I understand and hold compassion for these expectations and the distress this may cause. I encourage you to remain calm, positive, and be knowledgeable about COVID-19 and what we can do to help prevent it from spreading. I am confident in our ability to help our community navigate this challenge. If your child is healthy, please send them to school. We so very much want to continue with their learning. If they are ill, please follow the protocol we have outlined in the emails you have received. Check the [Community Updates](#) page for a library of the School's past correspondence and other resources.

We all look forward to welcoming your children back to school tomorrow.

Go Pirates!

Cheers,

Molly Bozzo

Head of the Lower and Middle Divisions