

TO: Afterschool Parents  
FROM: Community Education Department  
DATE: March 12, 2020  
RE: Information for Afterschool Parents

Dear Parents:

We know in the last couple of hours our community has paid close attention to the outbreak of novel (new) coronavirus (COVID-19). In response, the Salt Lake City School District Community Education Department, the Salt Lake County Health Department, and the Utah Department of Health have been providing us with the recent information as we all monitor the progress of COVID-19. The following information is for our Afterschool Programs:

- The Afterschool Program in all buildings needs to end nightly at 6:00 PM so that the custodians have enough time to begin deep cleaning schools as a preventative measure. Please pick-up your students on time each night.
- On March 20, 2020, all schools that have an early release day will not have an Afterschool Program. This will allow the custodial staff to begin deep cleaning the schools, starting with 1/2 day schools and continuing during spring break (March 23-27, 2020).
- The following suggestions come from the Salt Lake County Health Department:
  - Stay home if you are ill.
  - Wash your hands often and thoroughly: scrub with soap and warm water for 20 seconds.
  - Avoid close contact with ill people.
  - Cover coughs and sneezes with a tissue or the inside of your elbow, and not into your hands.
  - Avoid touching your eyes, nose, or mouth.
  - Avoid sharing food and personal items.
  - Disinfect frequently touched objects and surfaces with a bleach-based cleaning product.
- The following suggestions come from the Center for Disease Control (CDC) and Prevention “Create a Household Plan of Action”:
  - Talk with the people who need to be included in your plan. Meet with household members, other relatives, and friends to discuss what to do if a COVID-19 outbreak occurs in your community and what the needs of each person will be.
  - Plan ways to care for those who might be at greater risk for serious complications. CDC will recommend actions to help keep people at high risk for complications healthy if a COVID-19 outbreak occurs in your community.
  - Get to know your neighbors. Talk with your neighbors about emergency planning. If your neighborhood has a website or social media page, consider joining it to maintain access to neighbors, information, and resources.
  - Identify aid organizations in your community. Create a list of local organizations that you and your household can contact in the event you need access to information, health care services, support, and resources. Consider including organizations that provide mental health or counseling services, food, and other supplies.
  - Create an emergency contact list. Ensure your household has a current list of emergency contacts for family, friends, neighbors, carpool drivers, health care providers, teachers, employers, the local public health department, and other community resources.
- The following suggestions come from the Center for Disease Control (CDC) and Prevention “General Recommendations for Routine Cleaning and Disinfection of Households”:
  - Cleaning refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

- Disinfecting refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.
- Community members can practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks) with household cleaners and EPA-registered disinfectants that are appropriate for the surface, following label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.
- Clean and disinfect high-touch surfaces daily in household common areas (e.g. tables, hard-backed chairs, doorknobs, light switches, remotes, handles, desks, toilets, sinks)

Please be assured that student safety is always our top priority. We will continue to work closely with the Utah Department of Health and Salt Lake County Health Department to make sure students' and employees' well-being remains a priority as our community navigates the spread of COVID-19.

Sincerely,

Liz Gonzalez and James Yapias  
Community Education and Salt Lake Education Foundation