



Dear Parents,

We are writing to you because we value the health and well-being of our students, staff and families and as you are aware, there is a novel coronavirus outbreak in this country (COVID-19). We are not aware of any confirmed cases in our local community or schools, but we are being proactive to ensure the health and safety of our students and the entire Morrison community.

Given the compromised immune systems of some of our students we are taking additional measures to try and keep our Morrison Center community healthy. In addition to increasing our general sanitization procedures within our buildings, moving forward Morrison Center will be:

- Limiting meetings that take place within our buildings and encouraging electronic conferencing methods whenever possible.
- Limiting the foot traffic within our buildings. **Until further notice, students and staff only will be allowed beyond the lobby of our school buildings.**
- At pick up and drop off times, staff will come to the lobby to pick up or drop off students, parents will not be permitted to walk their child to the classroom.
- Until further notice, we will be suspending any field trips where our students could be unnecessarily exposed to the virus (including therapeutic swim). Community-based experiences will be limited to those that are in open, outdoor environments, such as parks, beaches and trails.

Should you need assistance, there is a receptionist at the front desk who can assist you.

Our agency follows local, state, and national health care expert guidance and recommendations. We are sharing this information for the sake of transparency, so you are aware and can help reduce the spread of infection. The best ways to reduce the risk of getting this or **any** viral respiratory infection include:

- Wash your hands often with soap and water for at least 20 seconds
- Avoid touching your eyes, nose, or mouth with unwashed hands
- Avoid close contact with people who are sick
- Clean and disinfect objects and surfaces
- Stay at home away from others if you are sick
- Cover mouth and nose with a tissue when coughing or sneezing, then throw the tissue in the trash and wash your hands
- Do not bring your student to school or come to work at school if you have cold or flu-like symptoms (elevated temperature, fever, cough, shortness of breath).

If you have further questions or concerns, please contact your child's Educational Director at 207-883-6680.

If you have questions or concerns about COVID-19, please call The Center for Disease Control at: 800-232-4636 or go to the CDC website: <https://www.cdc.gov/>

Thank you for your cooperation as we work to maintain a healthy and safe environment in our schools.

Sincerely,

Morrison Center Educational Leadership Team