March 5, 2020

Hello Cotting Families,

As we continue to monitor the evolving coronavirus situation, I wanted to give you the latest update on Cotting's response and planning.

**Communication** – We are in regular contact with our medical director, Dr. Elizabeth Harstadt, for guidance to ensure that we are following all current recommendations to keep our community as safe as possible. We are carefully monitoring all communication from the Center for Disease Control, the Department of Public Health, and the Department of Elementary and Secondary Education.

**Prevention** – We are continuing to stress the standard precautions we regularly following during flu season. These include frequent hand washing, use of hand sanitizer, proper cough hygiene, and reminders to avoid touching your face as much as possible. **We ask that you follow guidelines to keep your child at home if they are ill and that you notify medical if a student is presenting with flu-like symptoms.**

**Cleaning** - Beginning Monday, March 9, the building will be sanitized every Monday for four weeks using the Clorox Total 360 method. This will occur during the evening hours when no students are present. We are wiping down “high touch” areas such as door handles and handrails with disinfectant wipes daily. We have added disinfectant wipes to the hygiene kits staff normally take out to Project Bridges work sites. These kits also contain hand sanitizer and gloves.

**Community Trips and Project Bridges** - At this time, there is no recommendation to restrict participation in community trips or the Project Bridges off campus work program. Our medical director, Dr. Harstadt, was in contact this morning with the Lexington Department of Public Health and they are not recommending any change in regular community activity as there have been no cases of coronavirus reported in the area. Dr. Harstadt has been placed on a listserve of medical personnel that will notify her should this status change. If there is a change, we will re-evaluate community participation at that time.
Talking with Students - Some students have asked questions at school about the coronavirus, while others have not outwardly expressed questions or concerns. If students raise this topic, we are providing reassurance that we are following all of our regular practices to keep everyone in our community safe. We are making sure students know that the Cotting staff is getting all the information we can to keep our school as healthy as possible.

This is an evolving situation and we are monitoring things as they develop. We completely understand that any potential illness in the community can cause anxiety for parents given the medical fragility of many of our students. Please don’t hesitate to reach out to me or the medical department should you have any questions or concerns. I will keep you updated regularly as things continue to unfold.

Sincerely,

Krista Macari
Chief Academic Officer
Cotting School

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