



## LETTER FROM THE HEAD OF SCHOOL

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### DEAR PARENTS,

Today we learned that a member of our adult community, who has experienced flu-like respiratory symptoms, may have been exposed to an individual infected by the novel coronavirus causing the COVID 19 disease at a large conference held out of state. This individual has a child in the Early Childhood program at St. Richard's who is experiencing similar symptoms.

The child was not at school while symptomatic. All members of the family are currently under self-quarantine and seeking testing. We will communicate those results to you when we receive them, as well as any actions those results might require.

We are in close communication with and will continue to follow the Marion County Health Department's recommendation. We have followed the department's recommended protocols regarding the coronavirus since they were first issued last week, and we will continue to do so.

We appreciate that this is a time of great uncertainty regarding the virus, and people's notions of how to respond may differ. We understand that some parents may choose to keep their children at home. Parents are always encouraged to make the decision that is in the best interest of their family. St. Richard's will work with students who remain at home to the best of our ability.

We are actively working on providing ongoing learning opportunities should we have to close school temporarily at some point during the epidemic. These opportunities will include e-learning and other activities.

The virus is spreading throughout the country, and schools are rapidly adapting to new information being presented on a daily basis. As we mentioned in our email on Friday, we are committed to communicating with you regularly throughout the epidemic, and to posting updates on our [website](#) when circumstances dictate. We will continue to monitor the advisability of proceeding with upcoming events and trips and will communicate with you accordingly. Thank you for your continued partnership.

David Amstutz  
Head of School

Abby Williams  
Associate Head of School

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