



March 11, 2020 Letter Regarding the COVID-19 Virus: Third Correspondence

Dear Lynnhaven Families,

As you probably have heard by now, COVID-19 has been reported in the Commonwealth earlier this week. More recently, The Chickahominy Health District confirmed a “Presumptive Positive” case of COVID-19 this afternoon. Lynnhaven has been following the reporting closely and following guidance from VCPE and Virginia Department of Health. With the threat level increasing, it triggered Lynnhaven's Emergency Response Team (ERT) to meet, review our action plan for infectious and contagious diseases, seek guidance from the CDC, VDH, and our local health department. Additionally, it prompted an increased level of our environmental cleaning procedures, evaluated current school related activities that involved gatherings, and evaluated how the school will continue providing education to students if this virus enters into our direct school community. To that end, the ERT created an official COVID-19 Response Plan. I have included an infographic to help explain the plan as it pertains to our families. We will respond based on three levels, which are associated with colors: Yellow, Orange, and Red. Lynnhaven will take the following actions based on these three levels:

1. **Yellow Means:** COVID-19 has been found to be in the state of Virginia. Lynnhaven will increase environmental cleaning efforts to minimize surface contamination. The ERT will meet to analyze current risk factors and review our policy for contagious and infectious diseases in the school environment.
2. **Orange Means:** COVID-19 has been found to be in the Richmond Metro Area (City of Richmond, Henrico, Hanover, Chesterfield). Lynnhaven will monitor information from the Virginia Department of Health and the local health department. Lynnhaven will increase observation of student absenteeism. Lynnhaven may postpone field trips and school related gatherings as preemptive measure.
3. **Red Level:** COVID-19 has been found to be in the Lynnhaven community. Lynnhaven will close school for a minimum of three (3) days and seek guidance from the Virginia Department of Health.

As of today, Lynnhaven is at a Level Two (ORANGE) response, due to this afternoons report from the Virginia Department of Health by way of the Chickahominy Health District. I have made an executive decision to postpone all field trips and family engagement activities until the end of March at which time we will re-evaluate and assess the threat level. We will continue with after school activities, i.e. archery, tennis, and soccer at this time.

I assure you that we are taking this seriously. The safety of your students, our staff, and our families is our highest priority. As a general rule of thumb, if your student is exhibiting signs of illness (fever, coughing, sore throat, shortness of breath, etc.) please keep your student at home. We will be sensitive regarding illness related absences given the circumstances. If you have any questions or concerns, please contact me.

Sincerely,

A handwritten signature in blue ink that reads "Johnathan Harris". The signature is written in a cursive style with a prominent initial "J".

Johnathan Harris, Headmaster