



St. Joseph High School
80 Willoughby Street
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March 12, 2020

Dear St. Joseph High School Community,

This is an important follow-up to our previous COVID-19 Update, which you received last week.

The last few days at school have been a time of thoughtful preparation, collaboration, and decision-making. Please know that at St. Joseph High School, we are receiving regular updates and recommendations from the NYC Department of Education and the Department of Health, the CDC and the Diocese of Brooklyn and Queens.

Here are some important updates and reminders:

- Students, faculty, and staff who are **not** feeling well **should stay at home**.
- If a family feels uncomfortable sending their daughter to school, that is a family decision and one we respect.
- Students who develop respiratory illness symptoms during the school day will be isolated promptly in a room separate from others. Parents/guardians will be required to pick up the student as soon as possible.
- If a student has travel plans outside the country, she will need to alert the school prior to the trip and provide medical clearance from a doctor before returning to school after the trip. This is the policy throughout the Diocese of Brooklyn and Queens. Any student or staff who travels to any of the Level three countries: China, Iran, South Korea, or Italy will be required to be in quarantine for 14 days upon return and submit a doctor's note before re-entering school. The CDC recommends not traveling to these countries; China and Iran are not accepting foreign visitors at this time.
- Our school has had no known cases of COVID-19, nor have we learned of any family members who have been diagnosed. If any students, faculty, or staff learns of being exposed to a suspected or confirmed coronavirus case, they must inform the school immediately.

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- The Facilities team conducted a deep cleaning last Friday and is following the city-wide recommended protocols for cleaning and disinfecting every day. We have an abundance of soap and disinfectant. Our cleaning staff is diligent and on task.
- There are no immediate plans to cancel school, but we are in regular contact with the Diocese and the DOE, and will make any decision on this possibility in collaboration with experts and advisers from these agencies. There are a couple ways that schools close. First, the NYC Board of Health would require a school to close because of the presence of coronavirus at the school. The second reason: if in the judgement of the Head of School, the school should suspend classes because of numbers of absences, a concern that continuing to hold classes would spread the coronavirus, or a situation develops that would negatively impact our community.
- Plans for remote learning in the event of a prolonged school closing are underway at all grade levels and will soon be tested to ensure that they work properly. More specific information will be shared in the event our remote learning plan is enacted. Because the situation is evolving rapidly, the decision to enact our learning plan may happen quickly. **All students need to take the necessary materials home with them each day (ipads, books, calculators, etc.)**

Please know that we are staying on top of this situation as best as possible. I share your concerns and understand the seriousness of the situation.

We express deep appreciation to the SJHS Faculty/Staff and our families as together we navigate this situation and prepare for all contingencies. Thank you for staying calm and for your understanding during this challenging time.

Sincerely,

Ms. Antonio
Principal

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