



March 12, 2020

Dear WSD Parents, Guardians, and Staff,

We are continuing to closely monitor the Coronavirus, also known as COVID-19 situation working closely with our partner agencies, including the Orange County Department of Education (OCDE), Orange County Health Care Agency (OCHCA), California Department of Education (CDE), California Department of Public Health (CDPH) and Centers for Disease Control (CDC). This letter is intended to share what we know, how we're responding and the process we are pursuing to promote the safety of all WSD students, families, and employees. Any changes to our current state will be shared immediately.

What We Know

We received an update from our state and local agencies on gatherings to protect public health and slow the spread of COVID-19. It has been determined that gatherings should be postponed or canceled across the state. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of 6 feet per person. Gatherings of individuals who are at higher risk for severe illness from Coronavirus should be limited to no more than 10 people, while also following social distancing guidelines.

Field Trips and School Activities

Until further notice, we are canceling any Open Houses, dances, performances, field trips, Outdoor Science, assemblies, WSD Foundation Student Recognition Nights, parent nights, sporting events, use of facilities by outside groups and any other large gathering events.

At this time, California Department of Public Health officials are **not** recommending that we close schools. Their directive states, "This guidance does not apply to activities such as attendance at regular school classes, work, or essential services." Also, we are not cancelling parent conferences because they fall below the threshold for large gatherings. However, we remain on heightened alert and are working collaboratively with state/local health agencies and will provide updates on this rapidly changing situation.

Risk Factor Update

Currently there are no confirmed cases of Coronavirus in WSD schools and the Orange County Healthcare Agency (OCHCA) continues to share that the risk of infection in Orange County is believed to be low. The California Department of Public Health also have advised that school districts:

- Review and update comprehensive school safety plans.
- Exclude students, teachers or staff who have travel history over the course of the last 14 days to an area identified by the CDC as a Level 3 Travel Health Notice, which at this point are China, South Korea, Iran and Italy.
- Exclude those who have been in close contact with someone diagnosed with COVID-19 from the school for 14 days from the day of their last exposure.
- Send students, teachers, and staff who present with fever and/or respiratory infection symptoms home immediately, separating them from others until they go home.

Spring Break Travel

Many families are already changing or canceling vacation plans for Spring Break. To slow the spread of Coronavirus disease into the United States, CDC is working with state and local public health partners to implement after-travel health precautions. They recommend, depending on your travel history, to stay home for a period of 14 days from the time you return from an area with widespread or ongoing

community spread. The CDC updates their high risk areas, [Levels 3 & 4 Travel Health Notice](#) frequently, which may be helpful if you are planning to travel.

Prevention

Importantly, CDPH and CDC recommends students, parents and staff to take everyday preventive actions to stop the spread of the virus by:

- Staying home when sick. Remain at home until fever has been gone for at least 24 hours without the use of fever-reducing medicines.
- Use “respiratory etiquette” by covering coughs with a tissue or sleeve, having ample tissues within easy reach.
- Routinely cleaning high touched surfaces.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Wash your hands often with soap and water for at least 20 seconds, especially after using the restroom; before eating; and after blowing your nose, coughing, or sneezing.

If you’re exhibiting symptoms, please seek medical attention. Centers for Disease Control and Prevention (CDC) believes at this time that symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure. Symptoms can include:

- Fever
- Cough
- Shortness of breath

WSD Contingency Plan

A contingency plan has been developed and shared with all school and district employees which outlines how we will respond to the Coronavirus situation. The plan addresses information such as student and staff absences, teaching and learning plans, communication and school closure. Please see the link to our WSD Contingency Plan here: [WSD Contingency Plan](#). You will also find the plan on the district’s website by clicking on the Coronavirus link on the [wsdk8.us](#) homepage.

Student safety is a top priority and WSD staff will continue to closely monitor the situation and provide you with any necessary updates. For the most up-to-date information on COVID-19, we invite you to visit the following website: [WSD Health Services Webpage](#), <https://newsroom.ocde.us/coronavirus-update/> or Centers for Disease Control and Prevention at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.
[Centers for Disease Control and Prevention](#)
[California Department of Public Health](#)
[Orange County Health Care Agency](#)

By working together, we can collectively mitigate the risk of illnesses and keep our school community healthy and safe! We thank you for your cooperation and support.

Sincerely,

Dr. Cyndi Paik

Superintendent

Westminster School District