



# WEST HAVEN DEPARTMENT OF EDUCATION

*"Schools Committed to Excellence"*

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NEIL C. CAVALLARO

*Superintendent of Schools*

March 3, 2020

Dear Parents and Guardians,

The West Haven School District is committed to providing our entire educational community with the most current and accurate information on Coronavirus Disease (COVID-19). We are working closely with our local Health Department, the Connecticut Department of Education, other local school districts, and all appropriate State agencies to monitor COVID-19 conditions and make decisions about the best steps to take concerning our schools. We've also hired additional personnel to ensure "high touch points" such as door knobs are cleaned daily. Maintenance staff will distribute a fogger machine to all schools on a rotating basis. This machine works to spread a disinfectant throughout the building. Our facilities team is also working with our nursing department in an effort to obtain additional classroom supplies such as tissues and wipes.

We want to remind you of the preventative steps you can take at home and update you on the steps that we will be taking in our schools. Simply, the best way to reduce the likelihood of a Coronavirus infection is to do the same things you do to avoid the common cold and seasonal influenza. Below are some common tips:

- Wash your hands thoroughly with soap and warm water or with an alcohol-based hand sanitizer.
- Keep your hands and fingers away from your eyes, nose, and mouth.
- Cover your mouth and nose with a tissue when you cough or sneeze.
- Cough or sneeze into your elbow or shoulder if you do not have a tissue.

- Keep your child home if they are sick. Early on symptoms of COVID-19 are very similar to those of seasonal influenza and may include fever, cough, and shortness of breath.

For more information about COVID-19, visit: • CT Department of Public Health:

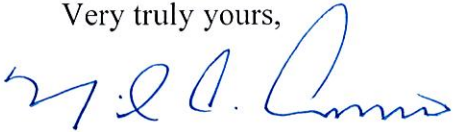
<https://portal.ct.gov/DPH/Public-Health-Preparedness/Main-Page/2019-Novel-Coronavirus>

• Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

It is our goal to keep our staff as well as our families informed of any new development related to the virus, however, we will be equally careful not to cause you any unnecessary worries.

If in the meantime, you have any questions or concerns, please feel free to reach out to our school nurses, administrators, or contact my office directly.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Neil C. Cavallaro". The signature is fluid and cursive, with a large initial "N" and a long, sweeping tail.

Neil C. Cavallaro  
Superintendent of Schools