



OFFICE OF THE SUPERINTENDENT

March 10, 2020

Dear Principals,

As we continue to monitor the developments of the Coronavirus (COVID-19), I want to provide you with related guidance and information to help ensure a clean school environment and transparent lines of communication.

The following are some suggestions that are a result of questions from staff and community:

- Please encourage your students to replace “high-fives” with non-physical means of recognition.
- Use the Oxivir TB solution sprayed on paper towels to clean shared electronics, technology, and weight room/gym equipment.
- Avoid using shared markers/scissors/manipulatives during this period, when possible (this equipment can also be cleaned with the Oxivir TB solution).
- Before leaving for spring break, please ensure tables, counters, and desks are cleared of items so that the cleaning staff can effectively sanitize.
- Staff should also take home any personal belongings they may need in the event a decision is made to close school beyond spring break.
- Routinely monitor bathrooms and classrooms to ensure soap and paper towels are available at all times.
- All field trips will be canceled for the remainder of the year, after school closes on Thursday, March 12th. Overnight field trips are canceled, effective immediately.
- All large indoor gatherings are canceled, effective immediately.
- Outdoor activities/sports, including practices, may continue over spring break, with principal permission, as long as students and staff are not coming in the school building (outdoor bathrooms must be used).

We have also received direction from the VDOE to disregard the usual 15-day drop from enrollment for any student who is out of school for a prolonged period due to the COVID-19.

Should we need to close school for an extended period of time, SCPS has a plan to share suggested home activities for students in grades PreK-8. Teachers of high school courses are asked to provide suggested at home learning activities. All at home learning activities will be optional for students to complete and not graded. In the next day or so, a robocall will go out to families to determine students who may need hard-copy home learning alternatives. Central Office will work with schools to coordinate this effort, if necessary.

In order to provide our custodial staff additional time to clean buildings to prepare for the return of our students and staff from spring break, we will be **canceling this Friday’s workday and closing all school buildings beginning Friday, March 13th through Friday, March 20th. Grades will now be due on March 26th, with report cards going out on March 31st.**

As we receive more guidance from the state and local health authorities, we will continue to reach out to give you updates and notify you of any changes. **Please remember to stress the importance of frequent and thorough hand washing, at least 20 seconds.**

Thank you for your cooperation as we work together to keep our community healthy and safe during this ever-changing challenge. Best wishes for a safe, enjoyable spring break.

Sincerely,
Scott R. Kizner, Ph.D.
Superintendent