March 4, 2020

Dear Parents and Guardians,

We are writing to provide you with an update about coronavirus disease 2019 (COVID-19) and the district’s efforts to ensure the health and safety of all students in our buildings.

Although cases of COVID-19 continue to be detected in the United States the Centers for Disease Control and Prevention still considers the risk to the general American public to be low at this time. As of March 4, there are currently no confirmed cases of COVID-19 in Ohio.

{Name of District} is working closely with {Franklin County Public Health -or- Columbus Public Health} to monitor the situation and develop a coordinated and comprehensive public health plan to ensure we are prepared if cases arise in our community. {Name of District} will be prepared to implement public health recommendations as required. Updated information will be shared with the community and posted [{where}](https://www.montgomeryschoolsmd.org/coronavirus/) as it becomes available.

As we head towards spring break, we know travel may be planned. There is community spread of COVID-19 in other countries and areas of the U.S. so we encourage you to check the [CDC Travel Advisory](https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html) page prior to your travels.

In Ohio, we continue to be in the peak of flu season. {Franklin County Public Health -or- Columbus Public Health} recommends that individuals receive the flu vaccination and engage in everyday, preventive measures to prevent the spread of germs and avoid illness, such as:

* Wash your hands often with soap and water for at least 20 seconds.
* Avoid close contact with people who are sick.
* Avoid touching your eyes, nose and mouth.
* Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
* Stay home when you are sick, except to get medical care.
* Clean and disinfect frequently touched objects and surfaces.

These prevention measures will also be our best line of defense if the time comes that we do see COVID-19 in our community. Additional information about COVID-19 is available on the (Website for local health department) and [CDC website](https://www.cdc.gov/coronavirus/2019-ncov/index.html).

Sincerely,