Dear Yu Ming families,

As we continue to closely monitor developments of the novel coronavirus (COVID-19), I’m writing to assure you that the health and safety of our Yu Ming community is of paramount importance to us. Our Leadership Team is monitoring developments on a daily basis, and we continue to be in close communication with the Alameda County Public Health Department (ACPHD).

On Saturday, March 7, the California Department of Public Health (CDHP) disseminated School Guidance, which guides educational institutions on preparing for possible impacts of COVID-19 and precautions to prevent the spread of COVID-19, as well as other infectious diseases, including influenza and gastroenteritis. Yu Ming has developed a **Response Plan** in accordance with the Guidance.

At this time, we have no confirmed community members (student, faculty, staff, parent/guardian) who have been diagnosed with COVID-19. Further, we have no verified exposure with someone external to our community who has been diagnosed. If anyone in your family has been in physical contact with someone who has tested positive for COVID-19, please inform the school immediately and do not send your child to school.

Some of the Scenario I Measures (See **Yu Ming Response Plan**) that we are following and urge all families to follow include the following:

- Exclude from school students, teachers, or staff who have a travel history over the course of the last 14 days to an area identified by the CDC as **Level 3 Travel Health Notice** (currently: China, Iran, Italy, South Korea).
- Exclude from school students, teachers, or staff who have been in close contact with someone diagnosed with COVID-19 for 14 days from the day of their last exposure.
- Students, teachers, or staff who present with fever and/or respiratory infection symptoms will be sent home immediately and separated from others until they go home.
- All students, families, and staff should take the following everyday preventive actions:
  - Stay home when sick. Remain at home until fever has been gone for at least 24 hours without the use of fever-reducing medicines. Seek immediate medical care if symptoms become more severe, e.g., high fever or difficulty breathing.
  - Use “respiratory etiquette,” covering cough with a tissue or sleeve.
  - Wash hands frequently.

With many events happening weekly, we are being thoughtful about the number of people in attendance, whether the events are purely internal versus inviting external community members, the type of environment the events are housed in, and the number of people outside our community students may interact with.

Therefore, after careful consideration and advice from the ACPHD, we made the decision to cancel the Grade 6 overnight environmental education trip to Sly Park. Also, in partnership with the FSO Fundraising Committee and Board, the March 28 Auction & Benefit has been canceled. Those who have purchased tickets will be contacted shortly regarding refunds and details for an online, virtual campaign will be coming soon to ensure funding for school programs next year is not compromised.
We remain grateful for the care and support our community continues to demonstrate, and we will be in touch with further communications as the situation develops.

In partnership,

Sue Park
Head of School

List of recommended and reliable sources to stay informed:

- General CDC fact sheets to help staff and students’ families understand COVID-19 and the steps they can take to protect themselves:
  - [What you need to know about coronavirus disease 2019 (COVID-19)]
  - [What to do if you are sick with coronavirus disease 2019 (COVID-19)]
  - [Stop the spread of germs – help prevent the spread of respiratory viruses like COVID-19]
- CDC Information on COVID-19 and children
- CDC information for staff, students, and their families who have recently traveled back to the United States from areas where CDC has identified community spread of coronavirus:
  - A list of countries where community spread of COVID-19 is occurring can be found on the CDC webpage: [Coronavirus Disease 2019 Information for Travel]
- For updated information from the California Department of Public Health (CDPH) on COVID-19, [click here]
- For up to date information from the Alameda County Department of Public Health (ACDPH) [click here]