Dear Yu Ming families,

Thank you for your words of support and acts of community grace during these challenging times. Given the significance and scale of the COVID-19 situation, Yu Ming will close beginning Monday, March 16. We made this decision after lengthy consideration and study which included guidance from local and state officials and consultation with the Alameda County Public Health Department, our Family Support Organization Council, and our Yu Ming Board of Directors.

Starting on Monday, March 16, both the **Lower School and Upper School campuses will be closed to students for a minimum of two weeks (March 16-27)**, and we will support students through distance learning. We will then reassess the situation and communicate next steps.

During the two week closure, **all extracurricular activities and programs will be suspended** including the Extended Care Program, Enrichment Programs, Middle School Intersessions, and Student Led Conferences.

Please know that this is a proactive decision: **there are currently no confirmed cases of COVID-19 in our school community.** We are closing our schools to protect the health of our students, families, and staff. It is important that students stay home and minimize social contact as much as possible to keep family members safe. Children have not been shown to be a high-risk group for serious illness from COVID-19, but can transmit the virus to those most vulnerable such as elderly people.

**Distance Learning Plan**

As we transition to distance learning, our goal is to provide our students with the best teaching and learning experience possible while helping them to feel connected to the school and others. Early next week, you will receive more information about our distance learning plan with detailed instructions regarding how family members can support. The schedule for implementation is below:

- Friday, March 13 - Last day of school before closure
- Monday, March 16 - Both campuses closed to students. Faculty and staff prepare distance learning materials and strategies.
- Tuesday March 17 - Distance learning plan shared with families
- Wednesday, March 18 - Distance learning begins

As part of the distance learning plan, your child’s teacher or advisor will contact you to set up regular times to check in by phone or internet, and provide detailed instructions regarding how family members can support their child’s distance learning. If your child has an IEP, your child’s case manager will ensure that your child receives work aligned with their IEP goals.

If you do not have a device (e.g. home computer, ipad, or computer) for your child to use, we will have a number of chromebooks available to check out. Please fill out the survey [here](#) if you need support with a device or internet.
Other Supports

We are currently exploring additional ways that we can support our students and families during this time, and are actively working to continue to provide meals for students who rely on them through the Free and Reduced Price Meal Program. We are also considering what, if any, emergency childcare options we can extend to families on a case by case basis during this unplanned closure. Please contact our Family Resource Liaison if you need additional support at ysho@yumingschool.org.

We want to be clear that while our campuses are closed to students, we are not “closed” to our community. All Yu Ming faculty and staff are continuing to work while following social distancing guidance and maintaining school office hours to answer questions and provide support.

We will continue to send updates via Parentsquare, and please don’t hesitate to reach out if you have any questions at ymclosure@yumingschool.org. Thank you for your continued partnership and flexibility during these complex times.

Sincerely,

Sue Park
Head of School