

WESTERN SUFFOLK BOCES  
Office of the Chief Operating Officer

March 5, 2020

Dear Parents, Adult Students and Staff,

This is to provide updated information about the coronavirus (COVID-19) and the ongoing preparations underway at Western Suffolk BOCES related to this issue.

Western Suffolk BOCES is closely monitoring coronavirus activity in our area and following guidance from the U.S. Centers for Disease Control (CDC), the New York State Department of Health (NYSDOH), the Suffolk County Department of Health and the New York State Education Department. We are also in regular communication with the local health department and our component school districts as we work collaboratively with all of our partners. We will continue to keep our parents, students and staff apprised of any new developments.

Currently, there are no confirmed cases of COVID-19 in Suffolk County. However, it is important to note the coronavirus situation changes on an almost daily basis.

This week, the NYSDOH issued a guidance document entitled "Interim Cleaning and Disinfection Guidance for Primary and Secondary Schools for COVID-19" to all schools. We have compared the cleaning and disinfecting practices we have in place at Western Suffolk BOCES with those outlined in this guidance document and confirm that we are 100 percent in compliance. We are equipped and prepared to make any adjustments to our cleaning protocol as directed should the situation warrant. Custodial staff are disinfecting high-risk contact surfaces in our schools every evening and throughout the school day. In the classrooms, staff are disinfecting high-touch surfaces throughout the day as well.

There are a number of additional steps that students, staff and parents can take to protect themselves at school and at home to prevent the spread of COVID-19, according to the Department of Health:

- Frequent and thorough hand-washing with soap and water for at least 20 seconds and, if soap and water are not available, an alcohol-based hand sanitizer can be applied all over the hands.
- Practice good hand hygiene before eating or preparing food; after using the restroom; after coughing or sneezing or blowing your nose; after touching common surfaces
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are sick
- Cover coughs and sneezes with a tissue, then dispose of the tissue immediately. If a tissue is not available, cough or sneeze into the crook of your arm.

We are asking that parents keep students who are sick at home until they are fully recovered. Our teachers will help your child with any missed school work.

We thank you for your continued cooperation and we will continue to keep you informed of this situation.

Sincerely,



Michael Flynn  
Chief Operating Officer