March 9, 2020

Dear Imagine Families,

As we are about to head into spring break, we want to provide you with an important update regarding COVID-19 (Coronavirus). First, the current level of health risk in the United States remains low. More cases are being identified in the United States and the situation will continue to evolve. Imagine Schools, with the help of public health officials, continues to monitor events in our community closely.

With the health and safety of our students and staff as our primary focus, Imagine Schools is following new travel and self-isolation guidelines, as recommended by the Centers for Disease Control (CDC) and numerous state health departments. As many families travel over spring break, please be aware of the latest CDC country-specific risk assessments for COVID-19:

- **Level 3:** China, Iran, Italy and South Korea
- **Level 2:** Japan
- **Level 1:** Hong Kong

While Imagine Schools cannot set restrictions on personal travel, we urge families to avoid travel to areas with active community transmission of COVID-19 and/or Level 1, 2 and 3 countries, if possible. If you must travel to one of the countries listed above, it is important that you be mindful of the risk for contracting COVID-19 and practice the preventative steps outlined by the CDC (see below). In addition, if you do travel to a Level 1, 2, or 3 country, we request that you notify your school administrators in advance of your expected return date home.

A 14-day self-isolation period is required for all travelers – faculty, students, and staff – traveling to the U.S. from Level 2 or 3 countries. **Travelers from Level 2 or 3 countries should self-isolate at home for 14 days and monitor their symptoms before returning to school.** If symptoms do occur during this time, please seek immediate medical attention. In accordance with our School’s regular attendance policy, please contact us immediately to report any expected student absence due to illness or self-isolation. We will work with you and your student to provide advance assignments and/or make-up work for completion at home.
It is important that we are all mindful of the situation – even if you are not traveling overseas – and be as prepared as possible. However, there is no reason for alarm or panic. Enjoy your spring break. According to the CDC, there are several simple everyday preventive steps that we should all take to minimize the spread of respiratory illnesses, including COVID-19:

- **Wash your hands often with soap and water for at least 20 seconds.** (This is the length of time it takes to sing the ‘Happy Birthday’ song twice.) This is especially important upon entering the home; after using the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water is not available, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- **Stay home when you are sick**, except to get medical care.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash. If you do not have a tissue, cough or sneeze into the inside of your elbow, not your hands.
- Avoid sharing food, drinks, and utensils with others.
- Continue to eat healthy foods, exercise, and get adequate sleep.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Consider getting a flu shot—it’s not too late to be protected against influenza.

As the details around COVID-19 are rapidly changing, please refer to the CDC and the local Department of Health websites for the most up-to-date information:

- Maryland Department of Health: [https://phpa.health.maryland.gov/Pages/Novel-coronavirus.aspx](https://phpa.health.maryland.gov/Pages/Novel-coronavirus.aspx)
- Prince George’s County Health Department: [https://www.princegeorgescountymd.gov/3397/Coronavirus](https://www.princegeorgescountymd.gov/3397/Coronavirus)

The health and safety of our students and staff is always our highest priority. We will continue to monitor this evolving situation closely, and will update you as necessary. As always, please feel free to reach out if you have any questions or concerns at jennifer.gerwig@pgcps.org or 301-808-5600.

Sincerely,

Jennifer Gerwig
Principal, Imagine Lincoln Public Charter School