



October 19, 2020

Dear Parent or Guardian,

We hope this note and update finds you and your family healthy and safe. We continue to appreciate everyone's attention and patience over the last six months as we continue to safeguard the students, staff and campus while we process the ever changing information on COVID-19 (coronavirus). We continue to remain COVID free and we are hopeful that this will continue.

As we begin to phase in both additional on campus and home visits for the students, we must remain vigilant and strictly adhere to the precautions and guidelines provided. As always, home visits and campus visits of any kind must be approved by the assigned family worker and scheduled in advance. We have developed protocol/guideline contracts for parents/guardians, students, stakeholders and staff to agree to and follow as we move to the next phase of expanding on and off campus visitation opportunities. In order to ensure that the established guidelines are well communicated and understood, your assigned Spaulding staff will be reaching out to you to review these expectations and obtain your commitment to follow these guidelines. We anticipate welcoming additional visitors on campus and scheduling home visits the weekend of October 23<sup>rd</sup>.

Protocol/guideline compliance is necessary for visits to be approved and/or continue as scheduled. Spaulding Staff, with consultation from Administration, has the right to postpone, cancel, and suspend visits if there is suspicion, concern or factual knowledge that the on campus visit or home visit protocol is not being followed by the family member/support person or the student.

Spaulding Academy & Family Services is committed to the safety, health, and well-being of all of our students, staff, volunteers, and visitors. We will take all necessary precautions and will take our lead from the CDC information, DHHS regulations and Federal guidelines that are being updated on a daily basis. We will continue to monitor these additional steps on a weekly basis as well as continue to monitor the climate in New Hampshire and the active cases and recommendations related to COVID-19 and our response.

It is not our intent to create or perpetuate hysteria regarding COVID-19. However, it is our intent to create policies and procedures that protect and keep everyone prepared while understanding the need for family and visitor contact with your children.

Thank you for all you are doing to stay well and healthy during the COVID-19 pandemic. We look forward to a time in the future when things can return to a normal state.

*Amanda G. Champagne, MS, MBA, Executive Director of Family Services*