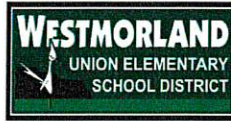


Westmorland Union Elementary School District

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Superintendent
RICHARD CORDERO
Assistant Superintendent
MONA SMITH
Principal
FAWN NIELSEN

March 13, 2020

Dear Westmorland Union Elementary School District Families and Community,

In an effort to inform our families and community, the Westmorland Union Elementary School District would like to share the steps we are taking to ensure students health and safety during these challenging times. The coronavirus (COVID-19) has spread throughout the United States, California, and recently, the Imperial County. Rest assured that we are taking precautions to keep our students safe. Below is a list of steps we have taken to help prevent the community spread of COVID-19:

- Encourage hand washing by students and staff at least (3) times a day.
- Maintenance and custodial staff are cleaning and sanitizing all classrooms and teacher lounges (i.e. desk, drinking fountains, doorknobs, tables, countertops etc...) every day.
- Outside drinking fountains are being cleaned and sanitized every two hours.
- Buses and transit vans are being cleaned and sanitized after every use.
- All food service handlers have been trained on food safety.
- Sneeze Guards are in place in the supervised self-service salad bar to protect the food and reduce the risk from accidental contamination from students and staff.
- Some food (in the supervised self-service salad bar) is individually wrapped or placed in containers to reduce exposure to contamination.

We continue to remind parents that if you or your child are sick, please stay home and notify the school. To help prevent the spread of respiratory viruses, including COVID-19 and the flu, please ensure the following:

- Wash your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose and mouth and cover your cough and/or sneeze with a sleeve, tissue, or elbow.
- Avoid close contact with people who are sick and disinfect frequently touched objects/surfaces.

Lastly, we ask if you have recently changed your contact information, address, or emergency contacts, please update the information in person, with our office personnel as soon as possible.

The Westmorland Union Elementary School District will continue to monitor the situation and provide updates as necessary.

Thank you for your cooperation and support.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Cordero", is written over a light blue horizontal line.

Richard J. Cordero, Superintendent

TEAM – Together Everyone Achieves More

Westmorland Union Elementary School District is an Equal Opportunity Employer