



March 11, 2020

Dear NGFS Community,

This is a difficult time and like you all, we are finding it difficult to keep up with the volume of information and the pace at which it is changing. People around the globe are facing challenging times and we have been heartened by the NGFS response of compassion and concern for those in and outside of our immediate community.

In recent days, the situation has reverberated across the globe, our nation, and our state and it is throwing off course our well-laid plans and necessitating difficult decisions. For the safety of the broader North Carolina community, we are being encouraged to act swiftly in making plans for potentially more challenging days ahead. To that end, we must make an unexpected change to our calendar. **Monday, March 16th will now be a teacher workday, dedicated to preparing our teachers as they gear up for the possibility of remote learning for NGFS students.** As of now, Extended Care will be open but we are mindful of the ever-changing landscape of the CDC recommendations regarding gathering.

Our leadership team is working diligently to ensure that our commitment to both the safety and education of our students is at the forefront of our decisions. We want to assure you that we are following the situation carefully and are looking to experts to help us make difficult decisions. CDC recommendations will be requirements for our community and we are getting advice from the Guilford County Health Department.

Here's where we are right now:

Cleaning Our facility staff members and our cleaning company, in accordance with advice from public health authorities, have been extra attentive to the cleanliness of our campuses. We are deep cleaning all our buildings while we are on break and are following best practices, for example, cleaning all doorknobs and flat surfaces daily, utilizing spray disinfectant as well as scrubbing.

Returning to school after break We are closely monitoring updates from the Center for Disease Control as well as our local Guilford County Health Department. There are currently no confirmed cases of COVID-19 in Guilford County. For more information from Guilford County about COVID-19, please follow this [link](#). The best way to prevent illness is to avoid being exposed to this virus. NGFS follows the recommendations of the CDC for prevention efforts. Best practices for prevention of the spread of this disease are located [here](#).

What does this mean for the NGFS Community? Our primary concern is to keep our students, families, and staff safe and healthy. The choices each of us make and the risks we assume can have unintended yet potentially serious implications for others. It is vitally

important that each of us reflects on our choices and their potential impact. With that in mind, these are the guidelines you must follow:

- 1) If you or anyone in your household has flu-like symptoms, everyone in the household must stay away from school until after everyone in your household has been symptom-free for at least 24 hours.
- 2) If you or anyone in your household has been exposed to a medium or high-risk situation as defined by the CDC, follow CDC guidelines. CDC travel details are [here](#). The [CDC's US guidance for Risk Assessment is here](#).
- 3) If you or anyone in your household has been exposed to someone who has confirmed or is suspected to have COVID-19, contact the Guilford County Health Department. The [Guilford County Health Department](#) website link is [here](#).

In any of the above circumstances, please contact your child's division head so that we can partner with you and move forward together, for the sake of our community's health. For more details from the CDC about what to do if you are sick please follow this [link](#). In addition, we have attached a CDC COVID-19 FACT sheet.

Remote Learning For the last few weeks we have been preparing for the possibility that in-person instruction may have to be suspended for a period of time. At every level, we are determining how to continue to provide the student-centered educational experiences we are known for. If this kind of learning becomes a necessity, you will receive detailed information from both me and your student's division head (Carolyn, Tanisha, or Lisa).

In this challenging time, I am deeply grateful for the support of our families and our Board of Trustees. The diligent and dedicated work of our COVID-19 team, our Administrative Leadership Team, and our faculty make me proud to work among them. This is an evolving situation and we thank you for your patience and resilience and we work to continue to care for our students. Please feel free to reach out if you have concerns but know that we are attempting to keep as up to date as possible and strike a good balance between providing needed information and overwhelming people at a tense time.

Thank you, NGFS community for helping us to live out our mission.



Kim Freedman
Head of School