

**Michael G. Leichter, Ed.D.**  
**Superintendent**  
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March 2, 2020

Dear Parents and Guardians,

Penn Manor School District is committed to the health and safety of our students and staff. The school district is closely monitoring health information regarding Coronavirus COVID-19. As we do in all health-related cases, we are working closely and receiving additional guidance from the Pennsylvania Department of Health (DOH), the Centers for Disease Control and Prevention (CDC), and our school district physician.

*Please note: There have been no cases of the coronavirus reported in our school district.*

We are providing this information to you so that you are aware of this issue and are assured that our district has plans in place to monitor, prepare for, and respond to any health or safety issue that may impact us. We also encourage you to use the [Centers for Disease Control \(CDC\)](#) and the [Pennsylvania Department of Health \(DOH\)](#) as trusted resources on the latest updates and guidance concerning this health issue.

It is the school district's desire to do all that is possible to help prevent the spread of the virus in the event of an outbreak in the area, **and we need your help to do this.**

The Pennsylvania Department of Health has shared the following tips on its website to help prevent the spread of respiratory viruses, such as COVID-19:

- **Cover** any coughs or sneezes with a tissue and then throw the tissue in the trash; if tissues aren't available, cough or sneeze into the inside of your elbow. Do not use your hands.
- **Wash hands** often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer if soap and water are not available.
- **Clean** surfaces frequently, such as countertops, light switches, cell phones and other frequently touched areas.
- **Contain** the potential spread. If you are sick, stay home until you are feeling better. Avoid people who are already sick.

Penn Manor School District is closely monitoring the situation (not only the coronavirus but also this year's strain of the flu) and is cleaning and disinfecting schools daily as part

of ongoing custodial services. In the event that there are confirmed cases of COVID-19 in the area, the school district will follow guidance provided by health professionals regarding any additional measures that are necessary.

If your child becomes ill, please follow these guidelines regarding student illnesses:

1. Your child should be fever-free for 24 hours, without medication, before returning to school.
2. Children with vomiting and diarrhea must be kept home for 24 hours after the last episode.
3. Children with suspected infectious diseases (i.e. pink eye and any unknown rashes) should be kept home until verification from your health care provider can be obtained.
4. If your child is sick, keep him or her home, regardless of field trips, parties or other special events that may be held at school that day.

It is important right now that we work together to remain focused on what we can control. We will remain vigilant in monitoring the status of all illnesses that could present a threat to our staff and students.

Thank you for your support of our district, our schools, our staff, and our students.

Sincerely,



Michael G. Leichter, Ed.D.  
Superintendent of Schools