



March 12, 2020

Dear ELC families,

The health and safety of our staff, our visitors and the children in our care is of utmost concern. Following is an update regarding the Winston Prouty Center's response to the COVID-19 outbreak.

We have formed an Organizational Health Response Team that meets daily to monitor, research and review updates regarding the spread of the disease.

Our policies and protocol continue to be in line with recommendations from The Vermont Department of Health (VDH). A recently issued a technical guidance document on child care program closure and dismissal from the VDH states "*Child care facilities are encouraged to use prevention and mitigation strategies rather than closing facilities until there is evidence that a case is linked to the program of child care facility in some way.*" We will continue to monitor vigilantly for any evidence of such an occurrence at Prouty.

We are currently working on our emergency response plan so we are prepared if directed by VDH to close. Please let your child's teacher or the front desk know if you have any updates to your family's contact information.

We are requesting that everyone in the Prouty community stay home if they feel sick and to remain at home until they are fever free for 24 hours without medication.

For up-to-date information, please visit the following websites:

- World Health Organization - [www.who.int](http://www.who.int)
- Vermont Department of Health - [www.healthvermont.gov](http://www.healthvermont.gov)
- Centers for Disease Control & Prevention - [www.cdc.gov](http://www.cdc.gov)
- Brattleboro Memorial Hospital - [www.bmhvt.org](http://www.bmhvt.org)

If you have any questions or concerns, don't hesitate to contact us:

Ann Linge, ELC Program Coach - [ann@winstonprouty.org](mailto:ann@winstonprouty.org), 257-7852 x313

Angela Hoag, ELC Administrative Coordinator - [angela@winstonprouty.org](mailto:angela@winstonprouty.org) 257-7852 x210  
(Angela will be out of town through Tuesday, March 17)