Dear RPS Community,

As always, the health, safety and wellbeing of our students and staff are top priorities. The COVID-19 situation is changing rapidly and, starting today, we will be sending you updates every few days on what precautions we are putting in place, as well as contingency plans in the event that we need to close schools.

Proactively, we are taking the following measures:

- We have provided staff with resources and asked teachers to talk with students about handwashing and other prevention activities. Younger students are receiving multiple reminders throughout the day, as well as demonstrations. You can find information on steps you can take to prevent illness on the CDC website.
- If a student or staff member is sick, we are encouraging them to stay home from school and self-quarantine as a precaution. Students need to be fever-free for at least 24 hours before returning to class. Please refer to the health guidelines outlined on our district website if you have questions.
- Shared technology devices are being cleaned in homerooms each day and guidelines have been posted on the technology page of the website for families on how to clean 1:1 devices in grades 6-12.
- Our facilities team is adding enhanced cleaning protocols for high-traffic areas and classrooms.
- Spring break trips with Richfield High School students to Chicago, Germany and France have been canceled. The trip to Puerto Rico is being evaluated but is currently still taking place.

We will continue to monitor the situation and follow guidance from the Minnesota Department of Health and the U.S. Centers for Disease Control and Prevention (CDC), as well as the Minnesota Department of Education. In the event of an outbreak of COVID-19 in our community or the recommendation that we close schools, we will be implementing an e-learning program.

E-learning options for online course delivery for students in grades 6-12 are being developed and we are curating take-home resources for PreK-5 students. Over the next week, we will be assessing internet access for families, looking at other offline options like packets to be sent to students, access to online reading materials and educational websites to augment student learning.

Just as we are preparing, you can also prepare.

- Frequently clean all commonly touched surfaces at home, work and in your vehicle (e.g., phones, doorknobs, toys, countertops, etc.).
- Protect yourself and others by washing your hands often with soap and water (for at least 20 seconds); covering your cough and sneeze; avoiding touching your eyes, nose and mouth with unwashed hands.
If you are sick, stay home. If your child is sick, do not send them to school. Students need to be fever-free for at least 24 hours and feel well enough to engage in routine school activities before returning to class. Please refer to the health guidelines outlined on our district website if you have questions or the CDC’s self-quarantine guidelines.

While it is our sincere hope that we do not need to close schools, it is our responsibility to be prepared. As always, the health and safety of our students, families and staff are a top priority. In the event that we need to close schools, we will notify families via:

- Email
- Text message and automated phone calls
- The District and school websites
- Social media (Facebook, Twitter and Instagram)
- Local news stations

We welcome your questions and feedback as they relate to COVID-19 and Richfield Public Schools. We have established a special email address for COVID-19 related communication: covid19@rpsmn.org. Emails received in this account will be reviewed daily and shared with District leadership at our daily debriefings.

You can expect updates from us every couple of days as the situation evolves. Please ensure your contact information is up to date in ParentVue.

Sincerely,

Superintendent Steven Unowsky