March 10, 2020

Dear Parents and Guardians,

In an effort to keep you informed of Landmark’s ongoing planning and response to the COVID-19 situation, we are writing again to let you know about the precautions we have been taking to help maintain the health of our community.

**Education**
We continue to have age-appropriate conversations with our students about COVID-19 by addressing the nature of the virus, explaining how it spreads, emphasizing the importance of personal hygiene, and fostering healthy dialogue to temper anxiety.

**Prevention**
These conversations include(d) reminders about frequent and proper handwashing, covering coughs and sneezes with a tissue or elbow, not touching your face, and staying home if you have a fever or flu-like symptoms.

**Cleaning**
Our custodial teams have enhanced their typical cold and flu seasonal cleaning by adding hand sanitizers in dining facilities on both campuses, liberally using approved cleaners on all frequently used surfaces, such as desks and chairs, doorknobs, all bathroom surfaces, computer keyboards, and more. We are also replacing our HVAC air filters more frequently and have stocked up on disinfectant spray, paper towels, wipes, masks, gloves, and other cleaning supplies.

**Knowledge is Power**
We are vigilantly staying on top of this public health situation and are relying on many resources for up-to-date information, including the [CDC](https://www.cdc.gov) and the [World Health Organization](https://www.who.int). We are also communicating with other New England day and boarding school leaders, the City of Beverly and State of Massachusetts Departments of Public Health, and many others.

Thank you, as always, for making the health of our community a priority.

Sincerely,

Bob Broudo
Headmaster, Landmark School

Jessica Fauci BSN, RN
Director, Landmark Health Services

PS: Please take five minutes to watch this informative [video](https://www.youtube.com/watch?v=example_video_id) on the COVID-19 from the World Health Organization.