



**TEANECK BOARD OF EDUCATION**  
**Office of the Superintendent of Schools**

One Merrison Street  
Teaneck, NJ 07666

Phone: 201-833-5510

Fax: 201-837-9468



Christopher C. Irving, Ed. D.  
*Superintendent of Schools*  
March 3, 2020

Dear Parents/Guardians, Students & Staff,

Over the past two weeks, there have been daily news reports regarding the Coronavirus (COVID-19). I want to assure you that the health and safety of our students and staff is our top priority and my leadership team is regularly monitoring alerts from the Center of Disease Control (CDC). Additionally, we have been following the guidance provided by the New Jersey Department of Education and the New Jersey Department of Health.

Based upon information provided from the State and the CDC, while there is currently no cause for alarm in New Jersey, they recommend the following preventative actions as best practices for overall health during cold and influenza season:

- **Stay home when you are sick with respiratory disease symptoms.** Currently, these symptoms are more likely due to influenza/flu or other respiratory viruses and not COVID-19.
- Avoid close contact with anyone who is sick.
- Avoid touching your eyes, nose, and mouth.
- Cover coughs and sneezes with a tissue, then throw it into the trash.
- Wash hands often with soap and water for at least 20 seconds; especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with 60%-95% alcohol.
- Routinely clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipes.

It is very important that we all take these simple, yet important steps. Additionally, we have a disinfectant protocol already in place at our schools, and we will be working with our school principals to stay especially diligent in the weeks ahead. Staff members should promote universal precautions among students, including frequent hand washing. If a student or staff member shows respiratory symptoms, the school nurse should be alerted in order to follow standard precautions.

For more information about the Coronavirus (COVID-19), please visit the NJ Health Services Department website at [www.nj.gov/health](http://www.nj.gov/health) or call 1-800-222-1222. For families who have recently traveled or plan to do so, we encourage you to follow the CDC's information for travel, available at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>.

We will continue to monitor this situation closely and if any new information becomes available, I will be sure to keep you informed.

Sincerely,

A handwritten signature in black ink, appearing to be "C. Irving".

Dr. Christopher Irving, Superintendent