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| **Preschool Services Department**  **Administration** | **Phalos Haire**  Director |
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May 28, 2020

Dear PSD Families,

As this Public Health Crisis continues, the need to continue safety efforts and social distancing to reduce the spread of COVID-19 warrants the closure of our PSD sites for an extended time. At this time, PSD has decided to remain closed through July 1, 2020. If we receive any additional information or the situation changes, we will communicate with you.

While we may be closed, PSD staff are still working and available should you need assistance. Staff are answering the phones for each of our sites to answer questions or provide resources and referral information. Teachers are continuing to reach out to their students and families to provide distance learning wherever possible and to assist with school to home activities to support on-going growth and development. In addition, we are providing grab and go meals for enrolled students Mondays and Wednesdays, and we are enrolling for next school year.

As a reminder, there are a number of steps you can take to protect your health and those around you:

* If you are sick, stay home, separate yourself from others and call your doctor.
* Frequently wash your hands with warm soapy water for 20 seconds, but especially after going to the bathroom, before eating, after blowing your nose, coughing or sneezing.
* Avoid touching your eyes, nose or mouth with unwashed hands.
* Cover your cough or sneeze with your bent elbow or a tissue, then throw the tissue in the trash.
* Clean and disinfect frequently touches objects and surfaces using regular household cleaning sprays or wipes

This is an unusual and difficult time for all and we want you to know that while we are not operating in the way we are used to, PSD is still here for you and happy to assist in any way that we can.

Thank you.

Phalos Haire, Director