

*Dear Applicant and/or Parents/Guardians:*

As you know, media coverage of the coronavirus is widespread, and both the global and national situations are rapidly evolving. The intent of this letter is to provide parents/guardians with general information about the coronavirus, and with some specific details about our ongoing, longstanding efforts in addressing the prevention and spread of viruses. Useful link: CDC ([www.cdc.gov/coronavirus/2019-ncov/summary.html](http://www.cdc.gov/coronavirus/2019-ncov/summary.html)).

**Brief summary**

Coronaviruses are a large family of viruses that are common in many different species of animals. The particular virus which is currently receiving media attention is a novel coronavirus known as COVID-19. This particular coronavirus can feature symptoms such as fever, cough, and shortness of breath. While the outbreak is believed to have an animal source, most cases are now likely to be spread from person to person by droplets, when coughing or sneezing. Again, this is a new and evolving situation, and health authorities continue to carefully monitor how this virus spreads.

**Prevention**

As with other respiratory viruses, there are simple steps which can help stop the spread of COVID-19:

- Frequent hand-washing with soap and warm water for at least 20 seconds
- Avoid touching eyes, nose and mouth with unwashed hands
- Avoid close contact with people who are sick
- Stay home when you are sick
- Cover your cough or sneeze with a tissue, then discard it in the trash
- Clean and disinfect frequently-touched objects/surfaces

**All applicants must notify their recruiter and Student Records staff member of the arriving center, prior to arrival date, of any signs and symptoms of illness experienced by self and/or family members. Your entrance to the program will not be denied but you may be delayed until signs and symptoms are no longer evident.**

Ultimately, nobody knows how extensive this outbreak will be, or if/how our region will be affected. In general, virus responses are directed by the local county Departments of Health, but we may also receive direction from the Job Corps National or Regional Offices, the CDC, the Governor, or other levels of higher office. We will continue to monitor this matter closely, and will react as appropriate.

For now, our best advice is to practice responsible prevention to the spread of this virus, to keep students who are ill home from school, and to consult your primary medical caregiver if any of the symptoms associated with the COVID-19 virus present. Together, we will successfully navigate this matter, as we have done with pandemics of years past. More information will be shared with parents as this situation evolves, and we look forward to your partnership as we all manage this fluid situation.