Richmond Community Schools

35276 Division * Richmond, Michigan 48062 * (586) 727-3565 * www.richmond.k12.mi.us

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> Brian J. Walmsley, Ed.S. Superintendent

Richmond Early Childhood Learning Center & Will L. Lee Elementary School 68399 Forest Richmond, Michigan 48062 David Kochan, Principal

Richmond Middle School 35250 Division Richmond, Michigan 48062 Keith Bartels, Principal Richmond High School 35320 Division Richmond, Michigan 48062 Andrew Kastl, Principal

October 1, 2020

Dear Parents/Guardians:

THE MACOMB COUNTY HEALTH DEPARTMENT (MCHD) HAS IDENTIFIED A CONFIRMED CASE OF CORONAVIRUS (COVID-19) IN A STUDENT/STAFF PERSON AT WILL L. LEE ELEMENTARY SCHOOL. The MCHD and Richmond Community Schools are working closely to identify persons who may have been exposed. If your child is identified as a close contact, you will receive a telephone call from administration and a separate communication from a health department staff member.

The virus that causes COVID-19 is thought to spread mainly through respiratory droplets produced when an infected person coughs, sneezes or talks. Spread is more likely when people are in close contact with one another (within 6 feet for at least 15 minutes). Illness begins 2 to 14 days after a person is exposed. The symptoms of COVID-19 can include: fever, cough, shortness of breath, nausea, vomiting, diarrhea, runny or stuffy nose, loss of taste or smell, and abdominal pain.

It is extremely important that parents/guardians monitor their children closely and complete at-home screening each day, including a temperature check, prior to sending their child to school. Please notify the school if your child is exhibiting any symptoms and keep them home until you can see your healthcare provider.

If you have questions, feel free to contact us here at school. Additionally, you can contact the Macomb County Health Department Communicable Disease Program at (586) 783-8190.

Thanks for your continued support.

Sincerely, Brian J. Walmsley, Ed.S. Superintendent

Guaranteed Learning for All Students!

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Richmond Community School District that no person shall, on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law,) height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment. Inquiries related to any nondiscrimination policies should be directed to the Superintendent, 35276 Division Road, Richmond, MI 48062, (586) 727-3565.