



23 March 2020

Dear Parent(s) / Guardian(s),

Social Responsibility in Safeguarding the Well-being of our College Community

1. As Term 2 commences, we are mindful of the rapidly developing COVID-19 situation and have stepped up measures in college to keep your child/ward safe. The additional precautionary measures in our college include:
 - a. Students and staff who have travelled overseas during the March holidays will not report to college for 14 days upon their arrival to Singapore.
 - b. CCAs and college-based after-school programmes will be suspended until 5 Apr 2020.
 - c. Students will adopt an assigned fixed seating arrangement in classrooms and in the canteen.
 - d. Students are advised to carry out a daily wipe-down routine for spaces that they have used.
2. To further safe-guard our school community, we seek your assistance in the following:
 - a. If any household member(s) has returned from overseas within the past 14 days and develops a fever or starts to display flu-like symptoms, please ensure that he/she gets necessary medical attention as soon as possible.
While waiting for the outcome of medical diagnosis, we seek your understanding and cooperation in **informing us immediately and keeping your child/ward at home**. Please be assured that the college will minimise disruption to your child's learning by making arrangements for Home-Based Learning.
 - b. Please remind your child to exercise good personal hygiene practices, social responsibility and safe distancing measures **even when they are not in school**. Students are strongly encouraged to avoid crowded places, gatherings and situations of prolonged mixing that could increase the risk of inter-class or inter-school transmission.
3. We all play an important part in times of crisis. Your vigilance and assistance will help us in keeping our college a safe place for learning for all. Together, we can get through this.
4. If you have any queries or concerns, please contact us at nyjc@moe.edu.sg or 62842281.

Yours faithfully,

Low Chun Meng
Principal

Member of the Chung Cheng High School Family