

Dear Community School of the Arts Patron,

As you are likely aware, concerns about Coronavirus have elevated in Indiana and across the U.S. It is likely that your place of employment, schools, churches and other institutions with which you are affiliated have been evaluating their preparedness for the virus. Indiana State University is doing the same. I am writing to request that you, as a patron of the Community School of the Arts, and/or your children observe the same precautions as other members of the ISU community. Those precautions include:

--Stay home when you are sick. Adults and children who are visibly sick and attend a Community School of the Arts program will be asked to return home.

--Wash your 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. Help young children do the same. We will be asking children and adults who participate in our programs to wash their hands before they participate in our classes.

--If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty. We encourage you to bring your own hand sanitizer to your classes.

--Avoid touching your eyes, nose, and mouth with unwashed hands.

--Limit close contact, like kissing and sharing cups or utensils, with people who are sick.

--Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe. Surfaces at the Community School of the Arts will be cleaned after every class.

--Cover your cough or sneeze with a tissue, then throw the tissue in the trash. If you do not have a tissue, use your sleeve (not your hands).

Currently, Community School of the Arts programs are operating on a normal schedule and following the guidance of the CDC, Indiana Department of Health and Vigo County Health Department. University leadership is closely monitoring

this situation and will continue to update campus and the community. The quickest and easiest way for individuals to remain current on coronavirus developments is via the webpage dedicated to this timely information: <https://www.indstate.edu/covid-19>.