



39 Woodland Street  
Hartford, CT 06105  
Ph: 860.807.2200  
Fax: 860.807.2196  
[www.cttech.org](http://www.cttech.org)

---

March 10, 2020

Dear CTECS families,

I'm writing to provide an update on the measures the Connecticut Technical Education and Career System (CTECS) is taking in preparedness for a possible Coronavirus (COVID-19) event that effects our schools.

We continue to collaborate closely with our local and state departments of public health, the State Department of Education and Governor Lamont's office. We also regularly monitor updates from the Center for Disease Control (CDC) and the federal government. All district decisions are made following guidance from one of the above-mentioned agencies.

Here is what you need to know:

- First and foremost, if you are feeling ill, please stay home and rest! While good attendance is important, your health is even more so.
- All CTECS locations have been practicing enhanced cleaning and sanitizing practices since COVID-19 became a threat. This includes extra cleaning of "touch points", such as door knobs and railings. We are also purchasing additional and more advanced sanitizing equipment.
- We've convened CTECS' emergency planning and response team. Over the last few weeks, this team of district leaders has been reviewing and updating our health and safety response plans, as well as developing academic contingency plans in the event of an extended school closure.
- At this time, we do not anticipate closing schools, however, if an extended school closure becomes necessary, we are in a good position to provide distance learning to our students through the 1:1 device program.
- Until further notice, CTECS has canceled all out-of-state field trips. We are closely monitoring in-state field trips, and will cancel or postpone them if a large gathering is anticipated at the trip site.
- Any student on Work-based Learning outside the state of Connecticut will not be able to participate in the program until further notice.
- All student shadowing and internships in hospitals, healthcare centers, and clinical settings have been suspended until further notice.
- All CTECS-hosted events and gatherings that exceed 100 attendees have been postponed or canceled.
- This is a good time to remind families to sign up for their School Based Health Center (SBHC), if it is available at your school location. Please note that our school nurses (not part of the SBHC) will not screen students or staff to identify cases of COVID-19, however they are actively engaged in providing guidance on preventative measures.

I am aware that may still be many unanswered questions. Please be patient as we plan and prepare for the ever-changing implications of COVID-19. We will continue to communicate with you regularly via email/ParentSquare

about coronavirus, and the steps students, staff and families should take to help protect themselves and each other in the weeks ahead.

Remember:

- Stay home when you are sick.
- Avoid touching your eyes, nose, or mouth.
- Cough and sneeze into your elbow or a tissue. Follow up by washing/sanitizing hands.
- Clean and disinfect surfaces or objects.
- Wash hands for 20 seconds. Hand washing is the single most important means of preventing the spread of infection.
- If soap and water are not available for hand washing, use an alcohol-based hand sanitizer.

You can find Connecticut specific updates at <https://ct.gov/coronavirus>, and updates from the Centers for Disease Control and Prevention (CDC) at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

Sincerely,

Jeffrey Wihbey  
Superintendent of Schools