



840 North Main Street  
West Hartford, CT 06117  
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[info@ie-academy.org](mailto:info@ie-academy.org)

May 6, 2021

Dear Parents, Staff and Community Members:

The Intensive Education Academy was notified that a member of our school community has tested positive for coronavirus (COVID-19). The affected person has been instructed to remain home in self-isolation for 10 days and has been provided with additional instructions to follow prior to returning to school.

Contact tracing has been completed. Those who have been identified as close contacts have been notified and will be quarantining and monitored as necessary.

As the state continues to loosen restrictions, it is important to continue to take precautions such as mask wearing, social distancing and handwashing. It is essential vaccinated and unvaccinated individuals continue to perform daily health screening and stay home when sick. If you are unsure if you should stay home, do not hesitate to reach out to Mrs. LeDuc.

Please continue to monitor yourself and family members for these COVID-19 symptoms:

- ☐ Fever (100.4° Fahrenheit or higher)
- ☐ Chills or shaking chills
- ☐ Uncontrolled new cough (not due to other known cause, such as chronic cough)
- ☐ Difficulty breathing or shortness of breath
- ☐ New loss of taste or smell
- ☐ Other non-specific symptoms such as headache, fatigue, sore throat, body aches, nausea/vomiting/diarrhea

It is important that you inform the school nurse of any positive test results or close contact with someone who has COVID-19 at [ieanurse@ie-academy.org](mailto:ieanurse@ie-academy.org) or 860-310-2784.

For additional information on COVID-19 symptoms, please see:

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

**Intensive Education Academy, Inc.**

is a non-sectarian, not-for-profit, State of CT approved special education facility, and a ministry of the Sisters of St. Joseph.

[www.ie-academy.org](http://www.ie-academy.org)



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Staff and students exhibiting any of the above symptoms, or feeling ill, should remain home and call their medical provider to report their symptoms and ask about testing prior to seeking in-person care at a clinic, physician's office, or hospital. Don't forget to report any absences via our absence reporting form found here:

<https://www.ie-academy.org/student-life/current-families.html>

For more information on what to do if you or a family member has possible symptoms, a diagnosis, or exposure to COVID-19, please see *Addendum 5: Interim Guidance for Responding to COVID-19 Scenarios in Connecticut School Districts*, available here.

<https://portal.ct.gov/SDE/COVID19/COVID-19-Resources-for-Families-and-Educators/Addendums-and-FAQs>

We are closely monitoring this situation and working with the West Hartford-Bloomfield Health District and will provide you with updates as necessary. As always, if you have questions, please do not hesitate to contact me at [jforman@ie-academy.org](mailto:jforman@ie-academy.org) or 860.236.2049.

Sincerely,

Jeffrey Forman  
Executive Director

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