



840 North Main Street  
West Hartford, CT 06117  
860-236-2049  
Fax 860-231-2843  
[info@ie-academy.org](mailto:info@ie-academy.org)

November 24, 2020

Dear Parents, Staff and Community Members:

Today, the Intensive Education Academy was notified that a member of our school community has 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.

The last day this person was in IEA was Friday, November 20. Anyone who is considered a “close contact” with this person has been informed by our school nurse and provided with instructions on the appropriate steps to take.

Due to staffing limitations, 2 classes will move to remote learning until December 7th. The parents of the affected students have been notified.

As we approach the holiday and winter season, it is essential that all members of the community remain vigilant with precautions. Wearing masks, maintaining 6 feet of distancing and washing hands continue to be the best way to prevent this disease from spreading. Large indoor gatherings should be avoided when possible.

As a reminder, the State of Connecticut has issued strict guidelines in place for holiday travel. [If anyone travels to an affected area, they are required to quarantine for the full 14 days or submit a negative COVID PCR result before returning to work.](#) Testing must be done no more than 72 hours prior to your return to Connecticut, or any time thereafter. Please notify us if you plan to travel to an affected state, and send test results to Mrs. LeDuc ([ieanurse@ie-academy.org](mailto:ieanurse@ie-academy.org)) as quickly as possible upon your return if you do not plan to quarantine for the 14 days. Test results must be received before returning to school if you do not quarantine the 14 days.

As a reminder, this is the list of COVID-19 symptoms for which everyone should monitor in their family members:

- 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

**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)



840 North Main Street  
West Hartford, CT 06117  
860-236-2049  
Fax 860-231-2843  
info@ie-academy.org

- New loss of taste or smell

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

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

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 Bloomfield West Hartford Health District and will provide you with updates as we know more. 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

**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)