



---

**Administration Center: 621 Elmont Road, Elmont NY, 11003 Telephone: (516)502-2840 Fax: (516)502-2841 Web: [www.mdp.org](http://www.mdp.org)**

To: Martin De Porres Parents and Guardians  
From: Joseph Trainor, Executive Director  
Date: March 11, 2020  
**RE: COVID-19 (Coronavirus)**

I hope this note finds you well. I want to take a moment and assure you that Martin De Porres is taking the appropriate steps to address the growing concerns over COVID-19 (Coronavirus). Martin De Porres is taking direction and guidance from the New York State Department of Health and the New York State Education Department. We are also in contact with local school districts and local departments of health, ready for any instruction they may give us.

In our schools we are following recommendations for mitigation to combat the virus. We are disinfecting surfaces throughout the building (desks, doorknobs, handrails, etc.) at multiple times throughout the day by our staff, and by our cleaning service at the end of each day. We are encouraging students and staff to do the vampire sneeze or cough (into the inside of their elbow), making hand sanitizing products available, and reminding students and staff that the most effective preventative measure is washing hands with soap and water before they eat and after they use the bathroom.

Lastly, we are encouraging faculty and staff to stay home if they are not feeling well, and we encourage students to do the same. If symptoms persist, please see a doctor. Better to be safe than sorry.

Please be assured that we will continue to monitor the situation as it develops and will communicate with you as necessary.

Faithfully,

Joseph Trainor, Executive Director  
The Martin De Porres School for Exceptional Children