



**NEW YORK CITY DEPARTMENT OF
HEALTH AND MENTAL HYGIENE**
Dave A. Chokshi, MD, MSc
Commissioner

November 6, 2020

Dear School Administrator,

The New York City Department of Health and Mental Hygiene (NYC Health Department) recognizes the extraordinary and unprecedented challenges you face this school year during the COVID-19 public health emergency. Unfortunately, COVID-19 continues to spread in NYC with concerning increases in community transmission in certain neighborhoods. As of October 8, restrictions are in place for schools and other establishments in New York State-designated COVID-19 zones for a minimum of 14 days. These zones have been designated as red, orange or yellow and each zone has different restrictions. To see if your school is in a zone, visit nyc.gov/COVIDZone or forward.ny.gov.

Additionally, an [NYC Commissioner of Health Order](#) has been issued requiring all NYC nonpublic and charter schools that are not located in a NYC Department of Education school building to adhere to additional COVID-19 risk-reduction measures.

The required COVID-19 risk-reduction measures are:

- Everyone on school grounds must stay at least 6 feet apart at all times, except in emergencies or when doing so would create a safety hazard, **or** when physical barriers are put in place between people in accordance with New York State guidance for in-person instruction at pre-kindergarten (pre-K) to grade 12 schools.
- Everyone must wear a face covering at all times on school grounds and during off-site school activities, except for people who cannot wear a face covering because of developmental, medical or age reasons. Face coverings may be removed when eating or drinking during snack and mealtimes, during scheduled face covering breaks consistent with guidance issued by the NYC Health Department, and during naptimes.
- Schools must coordinate with the NYC Health Department and NYC Test & Trace Corps (part of NYC Health + Hospitals) to identify, isolate and prevent the spread of COVID-19.
- Schools must report every case of COVID-19 to the NYC Health Department by calling 866-692-3641 and cooperate with the NYC Health Department regarding closing and opening classrooms or schools.

We want to partner with you to make sure your school has the information and tools it needs to implement these risk-reduction measures to keep students, families and staff healthy. A representative from the NYC Test & Trace Corps will visit you to review these requirements, provide resources to support safety in your school and answer any questions about your

school's COVID-19 plan. All materials and resources shared can be found at nyc.gov/health/coronavirus.

Thank you for your continued dedication to the health and safety of your school community and all New Yorkers. By working together, we can help prevent the spread of COVID-19.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dave A. Chokshi', with a stylized flourish at the end.

Dave A. Chokshi, MD, MSc
Commissioner
New York City Department of
Health and Mental Hygiene