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**November 24, 2020**

Dear Parents/Guardians

We are writing to inform you that our school was notified today that one additional individual from our school has tested positive for COVID-19. We recognize this may be causing extra worry, please know that there has been **no** in-school transmission and we continue to implement all safety measures.

In collaboration with Alberta Health Services, we have contacted only those parents/guardians of students and staff who have been in close contact with these individuals who have COVID-19. If you **have not** been contacted, your child has not had a close contact with this individual and therefore, is not at an increased risk from COVID-19. Please note that our division will follow the [Freedom of Information and Protection of Privacy](#) where information regarding specific individuals will not be made public.

We are grateful for the individual informing us, as the information assists us in taking swift measures to protect the health and safety of the entire school community and to mitigate the spread of the virus.

We remind parents/guardians to monitor their children for any signs or symptoms of COVID-19. The Alberta Health daily checklist can be found [here](#). Please remember to complete the checklist each day prior to attending school and/or getting on the school bus. As a reminder, if you/your child has any of the symptoms of illness listed on the Alberta Health daily checklist, please fill out the online [Alberta Health Services COVID-19 self-assessment](#) or call Health Link at 811 and stay home/keep your child at home.

Staff will continue to be diligent with enhanced health and safety measures. Our school community continues to be a safe and welcoming learning environment for our students and staff.

While this is a challenging time, we continue to trust in the Lord with all our heart, leaning on each other for support and companionship.

Thank you for your continued support and understanding.

God bless,

A handwritten signature in cursive script that reads 'Rose McQuay'.

Rose McQuay, Principal  
École Secondaire Notre Dame High School