

Dear Parents/Guardians,

We have outlined a plan for visitation through November and December. It is critical to note that as we follow our state issued guidance and monitor the number of cases across the state, this visitation plan is subject to change at any time.

Onsite visitation: Onsite visitation will continue with two designated areas for visitation- outdoors (although anticipated to be less frequent as the weather changes) and indoors, within the designated visitation areas only. Indoor visitation will continue to remain as available for two visitors at a time.

Offsite visitation:

- For day visits, offsite visitation can be for 4 to 6 hours between the time frame of 10 am- 7 pm.
- The attestation form must be completed, and all criteria as noted met (students will not be visiting anyone with a pending COVID test, symptoms, or a positive COVID diagnosis).
- Face masks will be worn by all visitors at all times, and by the student if they can do so safely.
- The residence will be notified immediately if the student displays any symptoms during the visit
- Infection control protocols will be followed during the entirety of the visit.
- Any individual who participates in a visit with a student and develops signs and symptoms of COVID-19 within 2 days after the visit must immediately notify the program of the date of the visit, the individuals they were in contact with, and the locations where the visit occurred.

The following weekends have been designated as overnight visits for the months of November and December:

- November 5th-7th
- November 12th-14th
- December 10th-12th

During the weekends that are not designated as overnight visit weekends, short offsite day visits and onsite visitation as outlined above will still be available.

Additionally, we will have our designated closing periods as our program policies outline.

We will be closed from:

- Wednesday, November 24th at 5 pm until Sunday, November 28th at 4 pm
- Thursday, December 23rd at 5 pm until Sunday, January 2nd at 11 am

The above time frames indicate the minimal amount of time required to have your child home. You are more than welcome to pick up your child earlier and drop him/her off later. Please let Kimberly Duhanyan know by Monday, November 8th if you intend to deviate from the above time frames by picking up earlier or dropping off later.

Melmark *New England's* vacation policy states that “all children will participate in the week-long closing unless the student does not have a visiting resource or it is determined that a whole week would be a safety issue. The Vice President and Chief Clinical Officer and the Executive Director will make the assessment of safety.”

For weekend visits, please continue to contact Kimberly Duhanyan directly (kduhanyan@melmarkne.org) for all visitation requests, both on site and off site. Please ensure off site visitation plans are communicated directly by **Wednesday evenings, with the completed attestation forms submitted.**

We appreciate your patience and support through our on-going visitation updates!