



Thomas Hart Academy

"A Superior Education in a Nurturing Environment"

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MEMORANDUM

May 4, 2006

From: Headmaster
To: Parents, Faculty, and Staff

Subj: SCHOOL CLOSURE DUE TO HIGH LEVELS OF SICKNESS

1. Due to an abnormally high level of student absences due to sickness, Thomas Hart Academy will be closed on Friday, May 5. This decision was made in the hope that a three day break will interrupt the cycle of this illness and allow those students who are out sick to recover. School will reopen on Monday, May 8 at regular time.
2. Employees are to report Friday, May 5 at 8:00 AM for the specific purpose of cleaning and disinfecting their assigned classrooms and offices. Once this process is completed, employees will be released for the remainder of the day. All meetings scheduled for 3:00 PM Thursday and Friday are cancelled.
3. After-School Care will be open on Thursday afternoon but will be closed on Friday. After-School Care will resume normal operation on Monday, May 8.
4. Friday's Kindergarten Mother's Day Observance will be held at 9:30 AM as scheduled; however, students are to report at 9:00 and are to return home with parents upon completion of the program.
5. Parents are reminded that, per school policy, under no circumstance is a student to report to school if that student has had fever in the past 24 hours.
6. Please call the school office if you have questions.

John W. Horlbeck
Headmaster