

Dear community partners,

Children's Institute is concerned about everyone's health, safety, and well-being during the COVID-19 outbreak. We want to share how we are now working through this pandemic while following all protocols from the University of Rochester and numerous government agencies. Our mission is needed now more than ever as we all seek to learn about and weather the unprecedented adjustments required of each of us, across all ages including children, to curb community infection rates.

Children's Institute is implementing several preventative steps as we continue to promote our mission. As a result:

- Please call or email the office rather than visiting our building. All staff email addresses can be found by visiting our website at [www.childrensinstitute.net/about-us/our-team](http://www.childrensinstitute.net/about-us/our-team) - or you can call our general phone number (585) 295-1000 for further direction. Most staff are currently working from home but have ready access to email and phone messages and will respond in a timely manner.
- Plan for most meetings to be virtual for the foreseeable future. We know that our community partners have all implemented similar policies so that our work will continue throughout this crisis.
- Be aware we continue to promote vigilant handwashing and social distancing when an individual staff member needs to come into the office and perform essential business operations.
- Decisions have been made regarding all Children's Institute travel; any in-person events and workshops led or hosted by Children's Institute are cancelled (unless these can be formatted to be held virtually); in-person group meetings here onsite are also limited, until further notice.

Now, more than ever, we are called to model the world we seek to live in – putting health, safety, and the well-being of children and families at the forefront. We are also keenly aware of the need to act in new ways to close the disparity in impact on children, adults and the communities that care for them, as we face the many effects of this pandemic.

In the days ahead, I encourage us to be creative with these new social distancing limitations – and continue to find ways we can help children and adults meet the new demands for adaptation, health and nutrition, and learning that this situation is placing on them and their families.

*Ann Marie White*

Ann Marie White, Ed.D.  
*Executive Director*

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