



March 13, 2020

Dear Shepherd's Center Members, Participants and Partners,

Considering the expanding COVID-19 (novel coronavirus) outbreak currently affecting the United States, the Board of Directors has decided to cancel "Adventures in Learning" in April. Since all our members and participants are considered vulnerable to the effects of the virus, we want to minimize any chance of contracting or spreading the coronavirus in our community.

If you have registered online or mailed in your payment for Adventures in Learning, we have several options for your payment.

1. Donate your registration fee to Shepherd's Center of Topeka
2. Donate your registration fee to our Charity Social for TARC
3. Use your registration fees for August or October "Adventures in Learning"
4. Return your check to you
5. Online registration – Refund your fee through PayPal

Please let us know by email or by contacting us through our website under "Contact Us" at <https://www.shepherdscentertopeka.org/contact-us> with how you would like us to proceed with your payment by choosing one of the above-mentioned options.

**SCT Group Activities:**

St. David's Episcopal Church is closed for all services and meetings at least through the end of the month. The Hand & Foot Canasta **will be cancelled** until the church reopens.

Many of the other Sponsoring Congregations are reviewing their needs, and we will communicate changes they may institute. Additionally, we will constantly monitor state and local news and health department communications and recommendations. We will review items with our group activity coordinators and will advise the membership of any other changes.

**SCT Travelers:**

For those of you signed up for the March 25 trip to the New Theater, please keep it on your calendar. You will be notified as soon as possible if that trip is cancelled.

We are sorry that we need to make these changes, but the safety of our members, participants and partners is our priority. We will reassess the status of the outbreak at the end of April and communicate any additional changes in our programs. Please email [shepherdstopeka@yahoo.com](mailto:shepherdstopeka@yahoo.com) with any questions.

**Please CALL your Doctor if You have the Following Symptoms.**

Fever  
Cough  
Shortness of Breath

**Prevention:**

Stay home when sick

Cover coughs and sneezes with tissues (throw tissue away)

Cough/sneeze into elbow

Wash hands frequently for at least 20 seconds with soap and warm water

Use alcohol-based (60%) hand sanitizer

Clean and disinfect frequently touched objects and surfaces

Avoid close contact with sick people

Avoid touching your eyes, nose and mouth

No touching or shaking hands (get creative – elbow bump)

We ask that everyone take appropriate precautions to stay safe.

Sincerely,

Karen Willard, Director  
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[www.shepherdscentertopeka.org](http://www.shepherdscentertopeka.org)