April 7, 2020

Dear Parents,

In an effort to provide continuity of educational and therapy services to the children during this period of school closure due to COVID-19, VCLC is adopting a teletherapy model for all therapy services (OT, PT, Speech, Parent Training and Child Psychological Counseling) and remote learning for classroom special instruction.

- **What is teletherapy?** Teletherapy is the online delivery of speech, occupational, and physical therapy services, parent training and child psychological counseling via live video conferencing. While we are not able to be in the same location due to the current crisis, you and your child can still participate in therapy sessions with your therapist using this live video platform. (An audio only option is also available for those who may not have the capability of using the video platform.)

- Teletherapy sessions must be conducted in accordance with the frequency and duration of your child’s IEP. Therefore, whether sessions are conducted via audio and visual, or audio only platforms, the session length must be for the entire 30 minutes. The frequency of sessions per week should follow the IEP as well, but you can discuss this with your therapist when scheduling sessions.

- Teletherapy sessions must be scheduled within the school day: 8:30 to 2:30 for preschool students and 9:00 to 3:00 for school-age children, Monday through Friday.

- A parent or caretaker must participate with their child during teletherapy sessions.

- Audio and visual sessions will be conducted using the Zoom platform.

- Classroom instruction will be provided through remote learning platforms: Unique, Seesaw and Zoom or telephone conferencing. Teachers will provide each child and family with private log on information for each of these platforms.

- Remote learning sessions with your child’s teacher must be scheduled within the school day: 8:30 to 2:30 for preschool students and 9:00 to 3:00 for school-age children, Monday through Friday.

- A parent or caretaker must participate with their child during remote one-on-one learning sessions with the teacher through Zoom or phone.

Your social worker or another member of your team will contact you shortly to discuss telehealth and remote learning and explain the consent forms that you will need to sign.

Thank you for your help and quick response to completing the forms.

Stay safe and healthy!

Sincerely,

Janice Friedman       Andrea Rieger
CEO               CFO