



September 2014

Dear Families:

At Bright Horizons, the health of the children, families and staff in our care is paramount. As I'm sure you are aware, the spread of the Ebola virus in certain countries in West Africa has become of increasing concern. As we would with any health threat, we want to make sure we are addressing any concerns related to Ebola and share with you our new policy to protect against exposure to the virus by those in our centers and schools.

Bright Horizons centers are now implementing the following precautionary measures. These guidelines were created based on information gathered from the Centers for Disease Control, the World Health Organization, and the American Academy of Pediatrics, and in some cases may exceed guidelines set forth by these organizations due to the fact that we serve the youngest in the community:

- We are requesting that if you, your child, any household member or other close contacts travel to an Ebola-impacted area that you let the child care center or school know. As of September 2014, impacted countries include Guinea, Sierra Leone, Liberia, Democratic Republic of Congo, Senegal and Nigeria (for the most recent travel advisories see: the Centers for Disease Control (CDC) <http://www.cdc.gov/travel/diseases/ebola>).
- If you or any household member has traveled to an Ebola impacted destination, members of the household, including your child, should be monitored for any symptoms of fever or illness. If any member of the household exhibits symptoms, the child care center or school should be notified.
- If you, your child, a member of the household or a close personal contact have traveled to an impacted country the child must remain out of the child care center or school **for a period of 21 days** from the date they departed the affected country. If after 21 days, if neither the child nor other household members exhibit any symptoms of illness, the child will be able to return to the center.
- Children who have had contact with individuals who are not ill but have traveled to areas where Ebola is occurring do not need to remain out of the center or school, but should be monitored for 21 days after the person returns for any symptoms of fever or illness.
- If your child was enrolled in another child care program that had a suspected exposure to Ebola you may enroll your child after the 21 day incubation period has passed and your child has no symptoms.

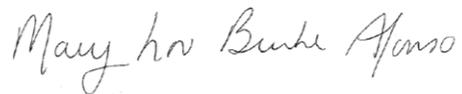
- Any staff member traveling to any of the affected countries or others as identified by the CDC, will be required to remain out of work for a period of 21 days from the date he/she departed the affected country.
- Please monitor the CDC and your employer's advice against all non-essential travel to restricted countries in West Africa including Liberia, Sierra Leone, Guinea, Nigeria and Senegal until further notice. In addition, to other countries affected by the outbreak as designated by the CDC.

This policy applies to all families including those currently enrolled, new families enrolling in the centers or schools, as well as families enrolling in Back-Up, School's Out!, Summer Camp, or any programs which children attend on a regular or occasional basis.

We want to assure you that the safety, health, and hygiene procedures, which have always been standard policy at Bright Horizons centers and schools are the best basic protection against the spread of any virus.

We thank you for your patience and understanding as we work together to keep our centers healthy and safe. Further information about Ebola is available from the CDC website at [www.cdc.gov](http://www.cdc.gov). As with any disease outbreak, the situation is dynamic, and information is being updated regularly at the international, national and local levels. We will keep you informed if there are any changes. As always, please contact your director with questions.

Sincerely,



Mary Lou Burke Afonso  
Executive Vice President of U.S. Center Operations  
Bright Horizons



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