



# SOUP-N-SHARE OUTREACH PROGRAM



March 11, 2020

Dear Community,

We are watching the coronavirus (COVID-19) outbreak to see how it might affect our region and mission. As the Center for Disease Control has advised, we want to take any precautions possible for the safety of others. We ask that you **do not come to Soup-n-Share if you are sick or exhibiting flu-like symptoms.**

We want to continue to provide food to as many people as possible during this time, and it is important to our operations and to the health of everyone around us that we limit exposure to the virus. We have increased the number of times Soup-n-Share is cleaned each week from two to three. We will also be providing sanitation stations throughout the facility for your safety. In addition, hand sanitizer dispensers have been ordered and will be placed in strategic areas at Soup-n-Share to encourage good hygiene among our workers, visitors and volunteers.

We are following our regular distribution schedule and will let you know if anything changes.

We will let you know about any new developments as they arise. Some basic hygiene and social distancing precautions that can be used in every workplace include the following:

- Stay home if you are sick.
- Wash your hands frequently with soap and water for at least 20 seconds or with a hand sanitizer if soap and water are not available.
- Avoid touching your nose, mouth and eyes.
- Cover your coughs and sneezes with a tissue, or cough and sneeze into your upper sleeve.
- Dispose of tissues in no-touch trash receptacles.
- Wash your hands or use a hand sanitizer after coughing, sneezing, or blowing your nose.
- Avoid close contact (within 6 feet) with coworkers and community members.
- Avoid shaking hands and always wash your hands after physical contact with others.
- If wearing gloves, always wash your hands after removing them.
- Keep frequently touched common surfaces (for example, telephones, computer equipment, handles, countertops, desks, etc.) clean.
- Try not to use other workers' phones, desks, offices, or other work tools and equipment.
- Minimize group meetings, use emails, phones and text messaging.
- Respect personal space.
- Maintain a healthy lifestyle: attention to rest, diet, exercise, hydration, and relaxation helps maintain physical and emotional health.

**Thank you for understanding that together we must help in keeping everyone safe.**

**Sherrie M. Hare**

Soup-n-Share Outreach Program

*Executive Director*

618.709.7010 (direct)

618.791.9558 (cell)

[sherrie@soupnshare.org](mailto:sherrie@soupnshare.org)

Soup-n-Share Outreach Program

5 Caine Drive, Madison, IL 62060

(618) 709-7010 | [www.soupnshare.org](http://www.soupnshare.org)

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