

Eudora USD 491 Pandemic Flu Emergency Preparedness and Response Plan H1N1

The purpose of the Pandemic Flu Emergency Preparedness and Response Plan is to assist in managing the impact of an influenza pandemic on schools based on two main strategies:

- 1) Reducing the spread of the virus within school facilities; and
- 2) Sustaining educational functions.

The Eudora USD #491 school district administration have reviewed current Pandemic Flu Plans and have planned for the imminent risk of **H1N1 or other flu virus** becoming widespread this fall and want to communicate the following recommendations for our schools:

Students and School Staff:

1. **School closure will NOT occur**, unless there is a magnitude of faculty or student absenteeism that interferes with the school's ability to function.
2. **Stay home when you are sick.** Students, faculty and all staff with influenza-like illness (fever with cough or sore throat), should stay home and not attend school or go into the community except to seek medical care. The CDC is recommending that those with flu-like illness **stay home until at least 24 hours after their fever is gone, without using fever-reducing medications**, such as Acetaminophen (Tylenol) or Ibuprofen (Motrin). Check with your school nurse or healthcare provider for updated information on specific guidance on when to return to school and watch for updates on the www.eudoraschools.org and thru district and school e-mail messages/list servs.
3. **Avoid close contact with people who are sick.** Students, faculty and staff who appear to have, or develop during the school day, influenza-like symptoms should be isolated promptly from other students and staff, and sent home.
4. **Cover your mouth and nose, and wash your hands.** Follow sanitary measures to reduce the spread of influenza, including covering their nose and mouth with a tissue when coughing or sneezing, coughing into their sleeve or elbow, frequently washing their hands with soap and water, or using hand sanitizer if hand washing with soap is not possible.
5. **Avoid touching your eyes, nose or mouth.** Pathogens are often spread when a person touches something that is contaminated and then touches his or her eyes, nose or mouth.
5. **Open communication** with student and parents to continue with assignments and coursework, when students are absent from school.

Parents:

1. **Monitor for illness.** Parents and guardians should monitor their school-aged children, every morning for symptoms of influenza-like illness, and should NOT send them to

school or to daycare if symptoms are present.

2. **Report ALL absences from school.** Call the school and report specific symptoms, disease or reason student is not in school to assist with symptom/disease surveillance. Also, make sure the school has correct contact and emergency numbers to allow for prompt pick-up if influenza-like symptoms occur.

3. **Aspirin or aspirin-containing products should NOT** be administered to any student, age 18 years or younger, with a confirmed or suspected case of H1N1 or other flu, due to the risk of Reye's syndrome. For more information visit the CDC website at: http://www.cdc.gov/h1n1flu/general_info.htm

5. **Stay home.** If your child is ill, with influenza-like symptoms they should not attend alternative child care or congregate in other neighborhood and community settings.

6. **Stay informed!** Check your child's book bag daily to monitor for written updates from the school. Visit www.eudoraschools.org to view current updates on H1N1 and other flu concerns in our district.

Planning and Response to the possibility of school closure includes the following:

Business Operations

In the event schools are closed, the Eudora School District Office will stay open, if possible, with only essential personnel reporting for work. **School missed will be made up to the 1116 hours required by the State of Kansas.**

Essential personnel would include: Superintendent, Board Clerk, Finance Director, District Secretary, Operations Director, Technology Director, Food Service Director, Communications Director, Head School Nurse, Grounds, Maintenance, and Mechanical staffs.

The Superintendent and Directors would decide at that time who would need to report for work. Example: the Operations Director may call in all custodial staff, just as other areas may need to call in some of their staff.

Everyone would continue to get paid as usual. Stopping payment would create undo hardship on classified employees. Hourly employees, who are not twelve month employees, would be asked to sign an agreement stating they would come back and work the extended school year without pay. Most of our employees work year to year and would agree to this. We may have a few who would take advantage of this but the consequence would be dismissal.

The Head School Nurse will handle protection of all working staff & visitors. She will provide all working employees with personal protective equipment as directed by the Douglas County Health Department and will assist the Superintendent with communication/collaboration from local and state agencies on reopening schools and recommendations to follow.

The Communications Director will work with the Technology Director to have messages

on all district phones stating that the district is shut down and all calls are being forwarded to the District Office. They will also collaborate on updating communication via district website and email lists.

Building Operations

In case of a pandemic and school closure, only “essential personnel” will be expected to work in his/her respective buildings.

Essential personnel shall be defined as the building principal, assistant principal and the head custodian for each building. The district Maintenance and Grounds staff should report to the Operations Director for instructions.

All reporting personnel would be expected to utilize personal protective equipment as deemed necessary by county authorities.

All buildings should be checked for security daily by the principal and/or head custodian.

Incoming phone calls shall be routed to the District Office.

- **Reporting to USDE and CDC**

A process has been initiated by the US Department of Education (ED) and the Centers for Disease Control (CDC) for the monitoring of school dismissals in response to pandemic (H1N1) influenza. KSDE has added a link to the H1N1 webpage of the KSDE website that accesses documents from the USDE and CDC with guidance on school dismissal reporting.

Please understand that the CDC, Kansas Department of Health and Environment and KSDE do not recommend dismissing students from school in response to this pandemic at this time. However, in the event this measure is instituted based on changes in the recommendations or on local circumstances, it will be important that these resources be available to you. The web link to the reporting protocol and reporting form is www.cdc.gov/FluSchoolDismissal <<http://www.cdc.gov/FluSchoolDismissal>> .

School districts that determine dismissal is necessary will likely have been in communication with their local health department. As a part of the action to dismiss students, KDHE requests that the reporting document be completed by EITHER health department OR school personnel and forwarded, as per instructions, to CDC. All web and email submissions will be sent simultaneously to CDC and to the KDHE Bureau of Surveillance and Epidemiology. Faxed submissions to CDC will be emailed as a pdf file to KDHE. KDHE, in turn, will notify the KSDE and the local health department to ensure that all appropriate parties are notified.

Communications

Timely and accurate information regarding school closures and reopening, will be

provided to all school district staff, students and parents through e-mail/listserv messages, on www.eudoraschools.org, in letters to parents, and the automated parent phone notification system. Area television and radio stations will also play an important role.

- **Public Information Liaisons**

Agencies/Contacts

1. Douglas County Health Dept – Dan Partridge
3. Kansas Department of Education – Dale Dennis, Mark Thompson
4. Kansas Association of School Boards – Tom Krebs
5. Center for Disease Control
6. KDHE

The Superintendent will be the liaison between the district and the county. School emergency preparedness plans will be developed collaboratively with the agencies available in our county.

The Superintendent will communicate with the media/families on an as needed basis.

The Head School Nurse will develop in concert with the local health department a surveillance system that would alert the local health department to a substantial increase in absenteeism among students.

The Superintendent will advise district staff, students and families where to find up-to-date and reliable pandemic information from federal, state and local public health sources.

What can you and your family do to find out more?

Log onto www.eudoraschools.org and click on the button “Help Prevent the Flu!” We will update you with information if it should be necessary to put our school district’s “Pandemic Flu Plan” into effect.

Log onto www.flu.gov for the most recent advice regarding the virus and how to prepare for a possible pandemic.

If our schools would be forced to close for a period of time because of a pandemic, what are some websites that would be good resources for students learning at home?

Safe Searching, Games, Activities—All ages

<http://www.ala.org/gwstemplate.cfm?section=greatwebsites&template=/cfapps/gws/default.cfm>

<http://www.beritsbest.com/>

<http://home.core.com/web/start/family>

<http://www.looksmart.com/eus1/eus317837/eus317922/r%3f&iabw&>

<http://www.netsmartzkids.org/games/index.htm>

<http://www.wiredkids.org/safesites/index.html>

All Ages—

<http://www.edhelper.com/>

<http://www.kidsreads.com/>

<http://www.learningplanet.com/>

<http://www.nasa.gov/audience/forchildren/home/index.html>

<http://www.mothers-home.com/activities/sherri2.htm>

<http://www.rif.org/parents/>

<http://www.storiestogrowby.com/>

Primary Age

<http://life.familyeducation.com/baby/toddler/34411.html>

<http://www.noggin.com/index.php>

<http://pbskids.org/rogers/>

<http://www.primarygames.com/>

<http://www.sesameworkshop.org/sesamestreet/>

Preschool-Upper Elementary

<http://www.crayola.com/index.cfm>

<http://disney.go.com/playhouse/today/index.html>

<http://www.funschool.com/>

<http://www.funwithspot.com/>

<http://www.playkidsgames.com/>

Elementary

<http://www.abcteach.com>

<http://disney.go.com/kids/today/index.html>

<http://fun.familyeducation.com/education/extracurricular-activities/33400.html>

<http://www.kidsgames.org/>

<http://www.mathplayground.com/>

<http://www.nationalgeographic.com/kids/>

<http://pbskids.org/>

<http://www.rif.org/readingplanet/>

<http://www.starfall.com/>

Elementary-Middle School

<http://blackdog.net>

<http://www.lta.ca/>

<http://kids.ot.com/>

<http://www.poetry4kids.com/index.php>

<http://www.funbrain.com/>

<http://www.whitehouse.gov/kids/>

Upper Elementary-Middle School

<http://www.cyberkids.com/>

http://www.mce.k12tn.net/units/units_with_books.htm

<http://www.midcoast.com.au/~ttc/worksheet1.html>

<http://zone.msn.com/en/root/word.htm>

<http://www.sikids.com/>

Upper Elementary-High School

<http://www.c3.lanl.gov/mega-math/>

<http://www.ceismc.gatech.edu/busyt>

<http://www.coolmath.com/>

http://www.marcopolo-education.com/teacher/lesson_plan_content_index.aspx?ResourceType=2

<http://www.madsci.org/>

<http://www.memory.loc.gov/ammem/cwphtml/cwphome.html>

<http://school.discovery.com/brainboosters/>

<http://www.visualfractions.com/>

Written 9/09