

Northeast Sullivan School Corporation All Hazards / Pandemic Influenza Plan

PLANNING AND COORDINATION:

Establish communication with local Sullivan County Health Department on local health emergency policies.

Health Officer: Dr. Michael J. Gamble - 812-268-0224

Public Health Nurse: Kelly Wood, RN - 812-268-0224

Emergency Preparedness Coordinator: Doug Hall – 812-268-0224

Establish Incident Command System with chain of command:

Superintendent: Dr. Mark Baker, Incident Commander for the Corporation

Director of School Services: JT Roberts

School Corporation Nurse: Deirdre Dugan, RN

Public Relations Coordinator: Dr. Baker

The Public Relations Coordinator shall be responsible for coordinating all responses with media.

Superintendent, with each building principal, will be responsible for implementation of pandemic influenza school plan assisted by each school's crisis team.

SURVEILLANCE AND ATTENDANCE REPORTING:

Attendance will be monitored by school corporation nurse and building principal. If absentee rate is 20% or greater, it will be reported to the superintendent then relayed to the local health department. The report to the local health department will include any known or suspected reason for the excessive rate of absenteeism. Local health department and school officials will discuss reasons for increased absenteeism; if explained, continue to monitor, if not explainable or outbreak indicated, initiate investigation. The local health department will report to the Indiana State Department of Health.

In the event that our school corporation is closed for on-site education, Northeast School Corporation may contribute to the local health department's operational plan for surge capacity of healthcare to meet the needs of the community by: Possible use of school buildings accessible as alternate care sights, community resource for food distribution, and emotional support for mental health of community during the pandemic.

CONTINUITY OF STUDENT LEARNING AND CORE OPERATIONS:

Determination of school closing will be in response to state and/or local government instruction to contain the spread of the Pandemic. Upon school closing, the Superintendent for the Northeast School Corporation will be responsible to initiate options for continuing education until schools can reopen. Students will be instructed to take home with them their instructional devices and materials.

Continuation of education services may include the use of eLearning, details of educational continuation with

be delivered through the school wide messaging system via text, email, and phone. Assignments will be distributed to students through the Google Classroom Learning Management System and student email. Teachers will be available through the use of email.

In addition, to be effective students and staff must stay apart from each other when they are not in school.

Extracurricular activities will be cancelled in accordance to school closings. If school is in session, the school corporation's superintendent, with guidelines from local and state government will make informed decisions on continuation of extracurricular activities.

School continuity of operations for essential central office functions including payroll will be under the direction of the School Board and office of the superintendent.

Determination of reopening schools will vary depending on who makes the initial decision to close. If it is a local decision to close, it will be a local decision to reopen. If it is a state decision to close schools, then it may be a state decision to reopen them.

The decision to make-up school days will be determined per state guidelines. If eLearning is used they will count as regular school days unless the IDOE determines otherwise.

INFECTION CONTROL POLICIES AND PROCEDURES:

Effective infection prevention policies and procedures will help limit the spread of disease in schools.

School nurses, along with teaching staff, will promote and teach:

- Hand hygiene - washing hands often with soap and water or alcohol based
- Gels Cough/sneeze etiquette - cover their nose and mouth when they sneeze or cough (May teach cough/sneeze into elbow area)
- Maintaining a healthy immune system by: eating a balanced diet, drinking plenty of water, exercising regularly, and receiving proper rest.
- Importance of receiving their annual flu vaccine
- Stay home from school when they are sick.

The school will post information and handouts for the Pandemic Influenza on the school web-site.

School sites will be sufficiently provided with accessible infection prevention supplies, (e.g. soap, alcohol-based/waterless hand hygiene products, tissues, gloves, and receptacles for their disposal).

Custodial positions within the corporation will accelerate their efforts in the removal of trash from receptacles, checking for adequate soap/paper towel in restroom facilities and increasing the disinfectant of student work areas. Custodians will be advised to wear gloves to empty trash receptacles and to clean hard surfaces (e.g. handrails, desktops) daily.

The corporation (Central) office will provide infection prevention supplies.

Policies and procedures for students and staff sick leave absences unique to a pandemic influenza will be determined by our local school board and by state guidelines.

School nurses will monitor for pandemic symptoms and follow guidelines for communicable disease recommendations of exclusion of students to their home with a temperature of 100 degrees or greater. School nurses will also aid in identifying high- risk students that may be immune suppressed. Parents/Guardians will be responsible for transporting home ill students. For security purposes, parents/guardians will be responsible to sign-out students from school.

Staff and students with known or suspected pandemic symptoms should not remain at school and should return only after their symptoms resolve and they are physically ready to return to school.

The school corporation will ensure that all food service staff will follow established infection control policies and procedures.

COMMUNICATIONS PLANNING:

The Public Relations Coordinator shall be responsible for coordinating all responses with media. The Superintendent will be responsible for direct media contact.

The superintendent and building principal will be communicating the pandemic status and actions to school staff, students and families through use of various forms. This includes: email, text, phone, and media.

The Superintendent's Office will maintain up-to-date communication contacts with public health officials to provide regular updates as influenza unfolds.

The superintendent, building principals, and crisis team will anticipate the potential fear and anxiety of staff, students, and families as the result of rumors and misinformation and plan communications accordingly.

Information from public health sources will be disseminated covering routine infection control (e.g. hand hygiene, cough/sneeze etiquette), pandemic fundamentals, (e.g. signs and symptoms and modes of transmission) as well as personal and family protection and response strategies (e.g. guidance for the at-home care of ill students and family members).

The need for psychological support will be evaluated for students and staff when school re-opens.