

## H1N1 Update for Website Oct. 21, 2009

### **Guiding Principal:**

**First**, protect safety of staff and students, **then**, perform essential functions **and then**, continue business as usual if possible

### **Procedures**

1. The division will remain in contact with Regional and Provincial Health officials and follow their advice and decisions as the experts in Health
2. The division will encourage staff, students and parents to become informed about the symptoms, transmission prevention and other issues related to H1N1
3. Administration will communicate to staff, students, and parents accurate information about the illness, its prevention and our responses. (See 5b)
  - a. Symptoms **almost always include cough and fever**. Other symptoms include

	<b>Common:</b>	Fatigue	Muscle aches	Sore throat
		Headache	Decreased appetite	Runny nose
<b>Sometimes:</b>		Nausea and/or Vomiting	Diarrhea	

4. Creighton School Division will encourage staff and parents to identify and report Influenza like illness symptoms
  - a. See the documents in mailboxes about symptoms and prevention
  - b. Students with symptoms:
    - i. If parent calls teacher or sends note indicating ILI symptoms, inform office
    - ii. If child displays obvious symptoms while at school, staff will isolate him/her in the tutorial room (or other location) and inform office who will contact parent to come and pick up the child. We will provide the symptom information to parents when they pick up their child.
    - iii. If the child is in a high-risk category (existing repertory ailments or compromised immune symptom) inform office so she can seek immediate response from parent
  - c. Staff:
    - i. Be well-informed about the illness symptoms and prevention
    - ii. Maintenance and custodial staff will ensure focus on cleaning/ disinfection of hard surfaces where viruses are more likely to reside. Extra staff and supplies will be procured as needed
    - iii. Teachers will encourage and monitor their students' use of good hygiene, cough etiquette and social distancing
    - iv. Be well-planned. Teachers should collect a series of activities and lessons that are in your sub binder that could last 3-5 days.

- v. Inform Sharon when you call in sick if you are experiencing the ILI symptoms.
  - vi. Monitor your health to provide time for recovery and prevent H1N1 transmission
- d. Parents
- i. Use communication channels to encourage parents to become informed about the symptoms, transmission prevention and other issues related to H1N1
  - ii. Encourage parents to prepare to pick up their child from school on short notice and to care for their child at home for several days during recovery
5. Staff and Administration will monitor the levels of flu-like illness.
- a. School office will monitor student ILI symptomatic absences and report to Principal if it is more than 10% above normal
  - b. Mrs. Trubiak will monitor staff ILI symptomatic absences and report to Principal if it is more than 10% above normal
  - c. Director will report and communicate with Medical Officer of Health
6. Admin. Staff and Division respond as needed. The response **may** include a variety of mechanisms
- a. Plan and coordinate efforts through Admin Team discussions and use of the Traumatic Events Response team and processes, if needed.
  - b. Communication to staff, students, parents, and community by memo, announcements, staff meetings (planned and emergent), use the phone tree, parent letters, radio spots, website, email, etc.
  - c. Re-configure classrooms. Grades may be combined if sufficient staff are unavailable to provide classrooms as normally structured
  - d. Suspend regular programs. The core functions of schools may require suspension of certain programs that are valuable, but not essential in emergent situations
  - e. Close school upon the recommendation of the Health Region officials or if sufficient staff are unavailable for operations.
7. Division will be flexible in response to concerns and situations and be open for communication, questions and concerns.
8. There are many sources of information about H1N1 that are available online:
- a. Information for Parents When Caring for Sick Children - <http://www.health.gov.sk.ca/flu-caring-for-sick-children>
  - b. Influenza Information for Schools and Parents – Ministry of Health website information - <http://www.health.gov.sk.ca/H1N1-flu-school-info>
  - c. Caring for Yourself when you have the Flu (influenza) guidelines - <http://www.health.gov.sk.ca/flu-caring-for-yourself>

- d. Information and resources for schools, parents and child care centres  
<http://www.health.gov.sk.ca/Default.aspx?DN=351caf7c-af8c-46ba-892b-2f9ab5e2489b>.
- e. Saskatchewan Health Daily updates [www.health.gov.sk.ca/influenza-monitor](http://www.health.gov.sk.ca/influenza-monitor)
- f. Saskatchewan Pandemic Plan is available by clicking the “Pandemic Plans” button at the following site: [www.education.gov.sk.ca](http://www.education.gov.sk.ca).