

Sublette County School District #1
Pinedale, Wyoming

Response to Spread of a Contagious Virus Administrative Procedure

If a student or any member of their household is ill, the family should remain at home until it is safe to do otherwise. The district will take steps to accommodate for missed school work and absences.

1. **Prior to an Outbreak** - How schools deal with children who may be suspected of contracting the H1N1 Influenza Virus or other serious contagious virus:
 - a. The School Nurse will establish a secluded, private, and comfortable area in each school that minimizes spread of the disease where students may report their illness and wait for their parents.
 - b. The School Nurse will have supplies that can assist in minimizing the spread of the flu virus and disseminate procedures and information;
 - i. Masks,
 - ii. Gloves,
 - iii. Sanitizing wipes/procedures,
 - iv. Guidelines for staff, students and homes,
 - v. Monitoring and reporting the spread of the disease in the schools and the community for planning purposes.
 - c. The Director of Maintenance will research and consult with the County Public Health Officer (Dr. Johnston) and the School Nurse to determine the most effective ways to sanitize in order to prevent the spread of the virus. He will have supplies and will train the staff in these procedures.
 - d. The District wants to encourage steps that will slow/stop the spread of the virus and asks that If a student or any member of their household is ill, the family should remain at home until it is safe to do otherwise. The district will take steps to accommodate for missed school work and absences.
 - e. Students with flu symptoms will be referred to the County Health Nurse or the Pinedale clinic. Students may return to school when they are symptom free for at least 24 hours.

NOTE - Assumptions about closing schools:

1. The purpose of closing schools is to stop/slow the spread of a serious virus.
 - a. The County Public Health Officer (Dr. Johnston) will determine the need to close school.
 - b. If schools are closed, children and their families would stay at home. During a school closing, children remain the responsibility their parents.
 - c. Staff and community members are expected follow the directions of the County Public Health Officer.
2. **Temporary School Closure – Managing the Closure of Schools:**

- a. After the Public Health Officer has given the order to close school, the “District Public Information Officer (PIO – Doris Woodbury)” in conjunction with the District Crisis Team Manager (Richard Kennedy), will announce the closing of school on the district web page, Pinedaleonline, and through KPIN Radio, and other means necessary.
- b. Parents and others should expect the schools to follow their normal transportation routes, timelines and procedures for getting students safely to their homes.
- c. The “District Public Information Officer (PIO – Doris Woodbury) will be the only person authorized to disperse announcements, updates, and other information. This information will be posted on the district web page, Pinedaleonline, through KPIN Radio, and other means necessary.
- d. Steps will be taken to:
 - i. Minimize the disruption of school,
 - ii. Maximize the cessation of the outbreak,
 - iii. Notify parents of the school closure via pinedaleschools.org, pinedaleonline, and KPIN Radio and other means necessary.
- e. All Homework Assignments, school events, practices and activities will be suspended for the duration of the closure.
- f. The District Crisis Team Manager (Richard Kennedy) will work in consultation with the County Public Health Officer (Dr. Johnston) to determine needs.
- g. The District Crisis Intervention Coordinator (Vern McAdams) will assign duties in accordance to the District Crisis Plan and as per direction from the Crisis Team Manager (Richard Kennedy).
- h. Staff members are asked to regularly check their district email accounts for notices and instructions.

3. Severe Epidemic – Assignment and Use of School Facilities by County Public Health Officer:

- a. In the event of an order from County Public Health Officer, the district will provide use of district facilities as outlined in the District Crisis Plan.
- b. Staff will be assigned duties through by the Crisis Team Coordinator (Vern McAdams) as requested by the Crisis Team Manager (Mr. Kennedy) in accordance to the County Public Health Officer’s (Dr. Johnston) directives.

4. Re-Opening of Schools After Temporary Closure:

- a. Schools will be re-opened as directed by the County Public Health Officer.
 - i. District Public Information Officer (Doris Woodbury), under the direction of the County Public Health Officer, will release “Notice of reopening” through district web site, pinedaleonline, and KPIN Radio.
- b. Days of closure may need to be made up in order to meet state requirements. District Superintendent will determine this schedule.

H1N1 influenza A (Swine Flu)

The swine flu is a virus that has the same symptoms as the regular seasonal flu. As of 4/30/09 there have been no confirmed cases of swine flu in Wyoming. The situation is being closely monitored by the Wyoming Department of Health, Sublette County Public Health, and the school. It is recommended that anyone who is ill stay at home and away from groups of people. Parents will be notified if students become ill at school. In an effort to minimize exposure of illness to other students and staff we request you respond to a student pick up call immediately. It is recommended that anyone who is ill with fever, cough, and has had contact with someone with the swine flu or has been to Mexico seek medical attention immediately. All students are required to be symptom free (off medication to treat fever) for a minimum of 24 hours before returning to school.

Flu symptoms:

- ✓ fever greater than 101
- ✓ congestion
- ✓ cough
- ✓ sore throat
- ✓ body aches
- ✓ vomiting
- ✓ diarrhea

Things you can do to avoid the flu:

- ✓ Wash hands often.
- ✓ If ill, stay at home. If you have a fever you are in the contagious stage of illness. Also, when you are ill your immune system is not able to fight off a secondary illness.
- ✓ Avoid being around people who are ill with respiratory symptoms.
- ✓ Cover your mouth and nose when coughing or sneezing. If everyone does this we won't have sharing of respiratory germs.
- ✓ Drink plenty of water
- ✓ Have quality dietary intake
- ✓ Get plenty of rest.