

Instruction**Emergencies and Disaster Preparedness****Pandemic/Epidemic Emergencies**

The Amity Regional School District No. 5 (ARSD) Board of Education (Board) recognizes that a pandemic/epidemic outbreak is a serious threat that stands to affect students, staff, and the community as a whole. With this consideration in mind, the Board establishes this policy in the event the town/municipality and/or school district is threatened by a reasonably likely pandemic/epidemic outbreak. At all times the health, safety, and welfare of the students shall be of foremost concern along with the health, safety, and welfare of the ARSD employees and the overall health and welfare of the community.

Planning and Coordination

The Superintendent shall designate the School Nursing Coordinator or other appropriate staff members who, in conjunction with the School Medical Advisor, shall serve as a liaison between ARSD and local and state health officials. This designee and the School Medical Advisor are jointly responsible for connecting with health officials to identify local hazards, determining what crisis plans exist in the school district and community, and establishing procedures to account for student well-being and safety during such a crisis. The designee shall work with local health officials and shall keep the Superintendent advised when the risk of a pandemic or an epidemic of a serious illness has materially increased.

The School Nursing Coordinator and School Medical Advisor and/or other designees shall, in conjunction with local and state health officials, develop instructional materials designed to teach students about preventing or limiting the spread of communicable diseases. With fiscal concerns in mind ARSD shall purchase and store supplies necessary for an epidemic/pandemic outbreak including, but not limited to, disinfectant products, face masks, water, examination gloves, and other supplies as recommended by the School Nursing Coordinator, School Medical Advisor, and/or local and state health officials. The Superintendent shall develop procedures and plans for the transportation of students in the event of an evacuation. Such procedures shall include provisions for students who cannot be transported to home at the time of the evacuation.

Response

In the event anyone within the school is discovered or suspected to have a communicable disease that may result in an epidemic/pandemic, that person shall be immediately quarantined pending further medical examination, as recommended by state and national protocols. Local and state health officials shall be notified immediately. In conjunction with local and state health officials, the Superintendent shall ascertain whether an evacuation, lockdown, or shelter-in-place needs to be established. As soon as such a decision has been made, the school district shall attempt to notify the parents of all students. In the event of an evacuation, the Superintendent is charged with determining when the school shall re-open. In the event of a lockdown or shelter-in-place, the Superintendent shall notify all proper authorities and relief agencies to seek their assistance for the duration of the lockdown or shelter-in-place.

Instruction**Emergencies and Disaster Preparedness****Pandemic/Epidemic Emergencies****Infection Control**

Any student or staff member found to be infected with a communicable disease that bears risk of pandemic/epidemic will not be allowed to attend school, until medical clearance is provided by that individual's primary care physician or other medical personnel indicating that the person does not bear the risk of transmitting the communicable disease. Students with excessive absences due to a communicable disease shall be given reprieve from other Board policies relative to excessive student absences on individual and case-by-case bases. Efforts will be made by the staff to determine what, if any, school work the student can complete while absent. Staff members who are forced to miss excessive days of work shall first use any leave entitled to them through the Family and Medical Leave Act and/or accrued sick leave.

Continuance of Education

Within the guidelines/approval of the Connecticut State Department of Education, the Superintendent shall develop a plan of alternate means of educating students in the event of prolonged school closings and/or extended absences. The Superintendent, in consultation with the Board, may amend the traditional class schedule and schedule of days. Such a plan may include extending the school day, the use of previously scheduled vacation days, and/or extending the school year beyond the previously established end of school year, within applicable statutory requirements.

(cf. 5141.22 - Communicable/Infectious Diseases)

(cf. 5141.6 - Crisis Management Plan)

(cf. 6114 - Emergencies and Disaster Preparedness)

Legal Reference: Connecticut General Statutes

10-154a Professional communications between teacher or nurse and student.

10-207 Duties of medical advisors.

10-209 Records not to be public.

10-210 Notice of disease to be given parent or guardian.

10-221 Boards of education to prescribe rules.

19a-221 Quarantine of certain persons.

52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C. 1232g, 45 C.F.R. 99.

Pandemic/Epidemic Emergencies

Administrative Regulations and Procedures

For the School District, the following individuals would be involved (with back up staff as appropriate):

- Incident Coordinator:** Superintendent
- District Operations:** Director of Finance and Business Administration
Director of Facilities
Director of Technology
Director of Pupil Personnel Services
- Building Operations:** Principals/
Nurses
- Planning/Information:** School Medical Advisor
Local Health District Officials
- Logistics:** Associate Principals
Administrative Clerical Staff
- Finance/Administration:** Director of Finance and Business Administration

Other Important Contacts:

- Commissioner, Dept. of Public Health (860) 509-7101
- State Police, Troop I (203) 393-2400
- Bethany Administrative Lieutenant (203) 393-2100, ext. 1129
- Orange Police Department (203) 891-2130
- Woodbridge Police Department (203) 387-2511

Area Health District:

- Orange Health Department (203) 891-4752
- Quinnipiac Valley Health District (203) 248-4528

District School Nursing Staff:

School Nursing Coordinator

School Medical Advisor:

Contact Director of Pupil Personnel Services for School Medical Advisor Contact Information

Communications

Media communication would normally be handled through the Superintendent's office. The District would communicate to the public via its website, written notices/factsheets, and the School Notification System.

Surveillance Protocols

During a pandemic, the Connecticut Department of Public Health (DPH) will be monitoring hospital admissions, emergency department visits, deaths and, potentially, school and workplace absenteeism. The District will monitor student and staff absenteeism through its attendance module and report to the Orange Health Department (OHD) and the Quinnipiack Valley Health District (QVHD) and the CT DPH, as appropriate.

In addition, when directed by the administration, the school secretaries will initiate procedures for screening calls to the school related to student absences (see form A). Based on the results of these questions, the information may be forwarded to the Lead School Nurse for additional questioning. Once initiated, this information will be collected daily and copies sent to the Superintendent.

PANDEMIC RESPONSE LEVELS (FOUR):

LEVEL 1 LOW RISK – SITUATION:

First pandemic flu case reported in country. No reported cases in local community. School community (employees, students, parents) are encouraged to self-monitor for symptoms, particularly a fever. If temperature is 100°F or 37.7°C or greater, please stay home.

School hours will remain on regular schedule.

Communication: (All Pandemic information from WHO/CDC/CT DPH/OHD/QVHD/Superintendent/School medical advisor only). Preventative information will be shared with parents and the school community through the website, fact sheets, newsletters, and the telephone alert system.

School Access: Access to school grounds per normal school policy.

Educational Delivery: Regular school programming.

Co-curricular Program: All regularly scheduled activities allowed.

Community Gatherings/Events/Field Trips/Travel: Field trips allowed, as per normal school policy, except to affected areas.

Personnel: Normal working conditions. All school employees returning from affected areas have their health monitored for 10 days.

Emergency Care: Contact physician if temperature is over 100°F or 37.7°C. Nurses implement steps to minimize potential pandemic outbreak through education/information such as hygiene and safety protocols. Nurse staff also stockpile personal protective supplies as appropriate, e.g., masks, gloves, alcohol, hygienic soap, etc.

School Provided Transportation: All bus routes run as usual.

School Operations/Cafeteria: Normal cleaning and maintenance. Continual disinfecting by cleaning personnel. Review food handling procedures with staff.

LEVEL 2 MODERATE RISK – SITUATION:

First pandemic flu case reported in town, increasing number of cases reported in state and country. School community (employees, students, parents) are encouraged to self-monitor for symptoms, particularly a fever. Temperature checks at school entrances begin daily for all students and staff. If temperature is 100°F or 37.7°C or greater, students or staff will be asked to stay home/sent home.

Any student or staff member presenting with symptoms, but no temperature may be required to wear a medical mask. Nursing staff will assess this on a case by case basis.

School hours will remain on regular schedule.

Communication: (All Pandemic information from WHO/CDC/CT DPH/OHD/QVHD/Superintendent/School medical advisor only). Periodic updates will be made by the Superintendent to the community on status of pandemic flu in country and impact on school program.

Instruction provided to all students and staff on safety measures, protocols, and proper hygiene.

Communication with parents will encourage those that have students with a fever of 100°F or 37.7°C or greater to remain home until cleared by their physician or as per protocol from the OHD/QVHD, CT DPH, or CDC.

Data Collection procedures on absences and illness by district data specialist, school attendance secretaries, and school nurses should be initiated at this level. This data collection continues in Levels 3 and 4.

School Access: Visitors are welcome by appointment only. Visitors are encouraged to self-monitor for symptoms, particularly a fever. Temperature checks at school entrances provided to visitors. If temperature is 100°F or 37.7°C or greater, the visitor will not be permitted to enter the building.

Educational Delivery: Regular school program. Students who are ill at home for more than 3 consecutive days may be provided with a remote learning opportunity if they feel well enough to complete the work.

Co-curricular Program: All scheduled co-curricular programs allowed.

Community Gatherings/Events/Field Trips/Travel: All events will be reviewed. Events may be cancelled for risk exposure on a case by case basis.

Personnel: Normal working conditions. Staff are advised to stay home if symptomatic.

Emergency Care: School Nurse in concert with OHD/QVHD will determine when an individual who has recovered from the pandemic disease can return to school. If temperature is over 100°F or 37.7°C, individuals must leave the school building immediately.

School Provided Transportation: All bus routes run as usual. Bus riders are encouraged to self-monitor for symptoms, particularly a fever. If temperature is 100°F or 37.7°C or greater, the student should not ride the bus or attend school.

School Operations/Cafeteria: All Food Service workers must wear gloves and masks. Continual disinfecting throughout the day. Full disinfection every three days.

LEVEL 3 MEDIUM RISK – SITUATION:

Increased spread of pandemic in town with transfers in public places. School community (employees, students, parents) must self-monitor for symptoms, particularly a fever. Temperature checks at school entrances begin daily for all students and staff. If temperature is 100°F or 37.7°C or greater, students or staff must stay home.

Any student or staff member presenting with symptoms, but no temperature will be required to wear a medical mask. Superintendent in consultation with OHD/QVHD may require face coverings and other mitigating strategies of all students and staff.

School hours may be modified.

Communication:

(All Pandemic information from WHO/CDC/CT DPH/OHD/QVHD/Superintendent/School medical advisor only). Regular updates to faculty and community by superintendent through the School Notification System.

STRICT CARE TAKEN TO MAINTAIN CONFIDENTIALITY PROTOCOLS.

Instruction provided to all students and staff on safety measures, protocols, and proper hygiene.

School Access: Visitors are welcome by appointment only. Visitors are encouraged to self-monitor for symptoms, particularly a fever. Temperature checks at school entrances provided to visitors. If temperature is 100°F or 37.7°C or greater, the visitor will not be permitted to enter the building. Virtual meetings are encouraged to limit visitors to the schools.

Educational Delivery: School hours may be adjusted to meet cleaning, disinfection, and safety needs, but will remain as close to normal school hours as possible. After school programming/activities will be canceled on a case by case basis in consultation with OHD and QVHD and under guidance from CT DPH. Students who are symptomatic may be provided with a remote learning opportunity if they feel well enough to complete the work. Teachers maintain weekly contact with students learning in a remote manner.

Co-curricular Program: Co-curricular programs are suspended on a case by case basis. Large gatherings are discouraged and may be canceled by the administration as necessary and in consultation with the OHD/QVHD.

Community Gatherings/Events/Field Trips/Travel: All special events discontinued on a case-by-case basis. Field trips/travel suspended. Large faculty or staff gatherings discontinued without permission of administration. Students and parents are advised to not congregate in large groups in outside community activities.

Personnel: All faculty and staff report to work after self-monitor for symptoms, particularly a fever. Incident Command Team meets to determine how best to continue school operations based on staffing needs.

Emergency Care: School Nurse in concert with OHD/QVHD will determine when an individual who has recovered from the pandemic disease can return to school. If temperature is over 100°F or 37.7°C, individuals must leave the school building immediately.

School Provided Transportation: All bus routes run as usual. All bus routes run as usual. Bus riders are encouraged to self-monitor for symptoms, particularly a fever. If temperature is 100°F or 37.7°C or greater, the student must not ride the bus or attend

school. Parents are encouraged to provide transportation if possible. Additional bus runs may be required to decrease bus capacity.

School Operations/Cafeteria: All Food Service workers must wear gloves and masks. Grab and go food options may be provided for remote learners and to mitigate spread. Continual disinfecting throughout the day. Full disinfection daily.

LEVEL 4 HIGH RISK – SITUATION:

Spread of pandemic within the school community. Government directs the schools to close OR Superintendent closes school due to level of absenteeism, interruption of instruction, and to mitigate risk to students and staff.

Communication: (All Pandemic information from WHO/CDC/CT DPH/OHD/QVHD/Superintendent/School medical advisor only). Daily updates by Superintendent through the School Messenger System.

Further communication via website.

School Access: No classes held on campus; remote learning opportunities provided to students when permissible. Staff may be required to work from a remote location. School facility closed to all but essential personnel for indeterminate period of time. School quarantined, no visitors allowed in building.

Educational Delivery: remote learning opportunities provided to students when permissible. Staff may be required to work from a remote location.

Co-curricular Program: School facility closed; no extracurricular or co-curricular activities permitted.

Community Gatherings/Events/Field Trips/Travel: School facility closed. All gatherings, special events, field trips, and travel cancelled or postponed.

Personnel: Staff may be required to work from a remote location. Administration reviews attendance requirements daily/weekly depending on length of school closure.

Emergency Care: School facility closed. Prepare for possible use of schools for vaccination procedures.

School Provided Transportation: School facility closed. Transportation suspended.

School Operations/Cafeteria: School facility closed. Necessary cleaning and maintenance of areas in which essential personnel are working.

POST PANDEMIC FLU EVENT PLAN:

- Determine criteria and timing for re-opening of school(s),
- Determine impact on school calendar and need for possible changes,
- Determine impact on student instruction and need for additional or compensatory instruction,
- Determine the steps necessary to ensure staff are in place and prepared for the return of students,
- Determine what mental health support may be necessary for students and staff.