

Protocol for Potential H1N1 Virus Outbreak August 27, 2009

Stage 1- Informational Stage

- All site administrators are to go to the CDC (<http://www.cdc.gov>) and click on CDC H1N1 Flu and request weekly updates on the virus progress.
 - Check California to follow the Flu Virus updates for the State
- District will rely on CDC and Butte County Health Department for H1N1 Virus information and health procedures
- District will share information and updates as they become available with school sites and give periodic updates at staff meetings
- School Sites are to post Flu Virus information in main office, Library and other visible locations
- Teachers are to be given periodic updates on how the Virus is progressing at staff meetings and via site office communiqués
- District website will be periodically updated with appropriate information for parents and community members
- Administration will track absences related to illness in search of a spike indicating that the flu is hitting their campus. Obviously we want to try and determine absences that are related to H1N1 where possible.

Stage 2 – Preparation Stage

- The Oroville Union High School District will have three plans for continuing a student's academic progress in the event students are dismissed or school is closed for 1 day or longer.
 - Plan 1 -Students will be able to access the Parent ABI portion of AERIES and retrieve any assignments posted by their teacher. Teachers can access the website from any internet accessible computer. Students/Parents will need to get passwords and user names from their schools to access assignments.
 - Plan 2 - Student assignments will also be put into paper packets and be available at the OUHSD District office in the event the student does not have access to a computer and/or the Internet.
 - Plan 3 - Assignments will be posted on the ouhsd.org website where students can access assignments and turn into their teacher when they return to school. The Director of Education and Student Services will meet with department chairs at each school site to develop the assignments and facilitate their posting.
- The Director of Education and Student Services will disseminate the instructions to District staff on how to post their assignments on AERIES for students and parents to access. The instructions will also be posted on the ouhsd.org website.

Stage 3– H1N1 Virus invasion Stage

- When first known cases of H1N1 are found on a school site it is to be reported to the Superintendent and the District Safety Officer
- Information is to be shared district wide to alert other school sites and raise awareness
- Daily reporting of absences related to flu are to be shared via email to District Superintendent and District Safety Officer

Stage 4 – Student Dismissal Stage

- The call for Student Dismissal will come from the site Principal or designee
- Large student dismissals will be done in conjunction with the District Superintendent or designee
- Students contracting verified H1N1 Flu Virus will be dismissed from their school site for a period of not less than 5 days nor more than 7 days (unless there are complications)
- Students are to be dismissed and site staff are to continue to report to their duty stations during a short term student dismissal situation even during large student dismissal situations
- Students are to daily receive assignments and be able to contact instructors via email or telephone

Stage 5 – School Closure Stage

- The call for School Closure will come from the District Superintendent
- School Closure may be only for students or for all students and staff. If for students only staff will report to duty stations and implement district procedures for ensuring academic progress for students as indicated in Stage 4
- The CDC advises schools to close only if, “There is a magnitude of faculty or student absenteeism that interferes with the school's ability to function.” The OUHSD has targeted a student or staff absentee rate of 30% to justify closure for the H1N1 Flu Virus
- The reconvening of school sessions after a school closure will come from the District Superintendent or designee