

ST. PAUL SCHOOL
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PANDEMIC RESPONSE PLAN 2020

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INTRODUCTION

Definition of pandemic-

An increasingly important public health issue that our Nation and the world faces is the threat of a global disease outbreak called a pandemic. It is therefore important that adequate planning take place should a pandemic occur.

The ubiquitous nature of an influenza-like pandemic compels Federal, State, and local governments, communities (including schools), corporations, families and individuals to learn about, prevent, prepare for, and collaborate in efforts to slow, respond to, mitigate, and recover from a potential pandemic. The development, refinement, and exercise of pandemic influenza-like plans by all stakeholders are critical components of preparedness.

- The purpose of this plan is to provide a protocol by which St. Paul School can respond to, mitigate and recover from a possible pandemic. The plan attempts to address not only the health issues, but the continuing educational needs and psychological needs of the school children and staff.
- Specific interventions regarding the provision of educational instruction should be developed if the schools have to close.
- Those decisions will be predicated upon actions taken and guidance offered by the Burlington County Department of Health, the State of New Jersey Department of Public Health, Centers for Disease Control and Prevention, and the Education Department of the Diocese of Trenton.

SCHOOL ACTION STEPS FOR PANDEMIC INFLUENZA-LIKE ILLNESSES

The following is a chronological list of important step-by-step actions schools will take before, during, and after a Pandemic Influenza-like outbreak. Pandemic Influenza-like illnesses can have several cycles or waves so this list may need to be repeated.

PLANNING AND COORDINATION

- Work with local health officials and emergency preparedness officials. They may want to use the schools as a way to disseminate information to families.
- Continue routine interventions to prevent spread of illness in schools (i.e. classroom education; signage for hand washing).
- Nurses communicate with staff on Influenza-like symptom recognition.
- Remember that a person who is infected may not show symptoms right away. But, however, children who are getting ill may show different behavior than usual, such as eating less or being irritable.
- Ensure that standard surveillance/disease recognition procedures are in place and implemented, such as daily and weekly attendance grids.
- Improve the hygiene of students and staff.
- Use simple non-medical ways to reduce the spread of Influenza-like illnesses by “cough and sneeze etiquette,” clean hands, and clean work areas.
- Determine improved/modified cleaning procedures (Facilities Director will be informed.)
- Determine whether the school should be cleaned differently or more often.
- School nurses identify students who are most vulnerable to serious illness have compromised immune systems, chronic illness, etc.
- School nurses will review the health needs of students.
- Some students and their families may have a greater risk of infections. Encourage those families to talk to their health care provider and provide that information to the school nurse. Some parents may need to be more cautious in keeping their children out of school. REVIEW EXCLUSION CRITERIA with Public Health Department (i.e. illness free for 24 hours). See standing orders in nurses’ office; modify if needed.
- Through monthly newsletters, and the website, educate staff, students and parents about the differences between seasonal flu, bird flu, and Pandemic Influenza-like illnesses.
- Through monthly newsletters, the website, and nurses’ hotline, educate staff, students and parents on the best hygienic practices to prevent any sort of Influenza-like illness.
- Through monthly newsletters, the web-site, and nurses’ hotline, educate staff, students and parents on what could occur in a pandemic.
- Develop specific plan for how to continue students’ education if schools are closed (i.e. web-based distance learning, mailed lessons).

CONTINUITY OF STUDENT LEARNING

The following list includes a range of tools and modalities for facilitating distance learning, including those with no, some, or great levels of technological sophistication. It is important to consider a variety of methods to allow for the possibility of restricted access to technology and limited communication by students.

Teachers may choose from the following means of communication to instruct the students:

On - line opportunities such as *Google Classroom, Khan Academy*, school and teacher web-sites, Zoom, Google Meet, Google Hangout, ClassDojo, Bloomz, BRainPop and other communication platforms.

Printed Materials: Textbooks, photocopies of reference materials, curriculum, and assignments can be prepared in advance for distribution to affected students.

Instructional Packets. In advance of a prolonged school closure or student absence, teachers can prepare hard copy instructional packets that students may use at home to continue their learning. These **hard copy packets** may include worksheets; calendars or schedules of work to be completed; directions for homework, projects, or written assignments; excerpts from textbooks or other reading materials; and sample assessments.

Teachers may take two different approaches when developing packets, according to how much advanced notice they have before a school closure or prolonged student absence:

- Generic packets that can be used at any point in the school year that promote student learning according to grade-level and subject-specific standards.
- Unit-specific packets that are based on the planned curriculum, and integrate with the lessons that students are currently learning in class.
- In comparison to online instructional tools, hard copy packets have the benefit of not requiring technology for use.

TIPS FOR PARENTS COPING WITH PANDEMIC

- Ask your employer about how business will continue during a pandemic.
- Ask your employer if you can work from home during a flu pandemic.
- Plan for a possible reduction or loss of income, if you are unable to work or your place of employment is closed.
- Check with your employer or union about leave policies.
- Plan home learning activities and exercises. Have materials, such as books, on hand.
- Plan recreational activities that your children can do at home.
- Suggested Items to have on hand for an extended stay at home:
 - Ready to eat canned meats, such as fruits, vegetables, soups
 - Protein or fruit bars
 - Dry cereal or granola
 - Peanut butter and jelly
 - Dried fruit, nuts, trail mix
 - Crackers
 - Canned juices
 - Bottled water
 - Canned or jarred baby food, Baby formula
- Pet food
- Health and emergency supplies
 - Prescribed medical supplies glucose and blood pressure monitoring
 - Soap and water or alcohol based hand wash
 - Medicines for fever, such as acetaminophen (Tylenol) or ibuprofen (Motrin)
 - Thermometer
 - Vitamins
 - Fluids with electrolytes, such as Pedialyte®
 - Flashlight with extra batteries
- Portable radio with extra batteries
- Manual can opener
- Garbage bags
- Tissues, toilet paper, disposable diapers
- ***If someone in your home develops flu symptoms (fever, cough, muscle aches):***
 - Keep the ill person as comfortable as possible. Rest is important.
 - Encourage plenty of fluids to drink.
 - For adults with fever, sore throat and muscle aches, use ibuprofen (Motrin) or acetaminophen (Tylenol).
 - Do not use aspirin in children or teenagers; it can cause Reye's syndrome, a life threatening illness.
 - Keep tissues and a trash bag for their disposal within reach of the patient.
 - All members of the household should wash their hands frequently.
 - Keep other family members and visitors away from the person who is ill.
 - Contact a healthcare provider for further advice. If the ill person is having difficulty breathing or is getting worse, contact the healthcare provider right away.

INFECTION CONTROL PROCEDURES

Prevention and Control -

As part of maintaining a safe and healthy environment for the school community, certain general and disease specific infection control measures should be instituted to minimize the risks.

Everyday preventive actions such as these should always be in place but are critical to implement when an outbreak is occurring:

- **Handwashing is the single most effective means of controlling the spread of communicable diseases. Handwashing must occur frequently and not just during outbreaks.**
- **Adequate supplies of hand washing soap and disposable towels must always be available in food service and dining areas, dormitories, locker rooms, bathrooms and other areas where lavatory or food service may occur.**
- **Encourage all students and staff to practice proper hand washing especially before meals and after using the restroom.**
- **Post handwashing signs throughout the campus.**
- **Alcohol-based hand sanitizers should be used if soap and water is not available. When hands are visibly soiled and after cleaning vomitus or other potentially contaminated body fluids, alcohol-based sanitizers should not substitute for soap and water when possible. These products are not as effective against some GI viruses, so proper hand washing should occur when possible.**
- **Housekeeping**
 - **Staff is educated on and wear personal protective equipment (gloves and masks) and use disposable cleaning products when cleaning body fluids (e.g. vomitus, feces). In addition, staff should practice thorough handwashing, and be encouraged to change to clean clothing prior to resuming other activities.**
 - **Vomit and Fecal Clean Up: The following procedure should be used to clean a vomit or feces. Ideally, schools should maintain separate supplies (such as buckets) for cleaning these types of accidents, and refrain from using supplies that are used for routine cleaning.**
 - **Clean areas soiled with vomit or feces promptly after the incident occurs.**
 - **Cordon off the area where the incident occurred until it is cleaned and dried.**

COMMUNICATION AND PLANNING

PANDEMIC INFLUENZA-LIKE ILLNESS SOCIAL DISTANCING POLICY

Suspension of classes and other public gatherings under the St. Paul School Pandemic Response Plan:

Direction will come from the Diocese of Trenton Superintendent's office to suspend classes and other public school events.

Criteria for the decision to suspend classes includes one or more of the following:

- Confirmation of a high rate of infectivity, morbidity and/or mortality.
- Burlington County Health Department's and/or New Jersey State Health Department recommendation to curtail/cancel public activities
- Falling class attendance
- Rising employee absenteeism
- Continuity of Instruction
- Consider these issues in the event of a 4-8 week class suspension on instruction:
 - Identify essential functions that must continue.
 - Identify essential personnel (if available) to maintain these essential functions.
 - Develop alternative plans, i.e., distance learning.
 - If possible, reschedule the instructional calendar after the period of contagion has passed.
 - Direction will come from the Diocese Superintendent's office concerning the limitation of all other school business activities.
 - Criteria for the decision to limit business activity includes one or more of the following: Suspension of classes and other public gatherings, as well as confirmation of a high rate of infectivity, morbidity and/or mortality.

MEANS OF COMMUNICATION

Parent will be notified about school closing via:

- Honey Well Alert System
- Principal's Alert E-mail
- Newsletter

LOCAL DUTIES AND RESPONSIBILITIES

Communications Director - Principal - William Robbins (wrobbins@stpaulbri.org)

The Communications Director will handle all communication with the media.

The Communications Director will write all statements and/or press releases for a school that is closing due to a pandemic.

The staff should direct any and all media inquiries to the school Communications Director.

- **All communications will be posted to the school website.**
- **The website is the first line of information.**
- **When necessary, the diocesan Office of Communications can act as a resource with regard to ongoing communication with stakeholders.**

Informational Sites

Health/Medical Resources:

Burlington County Department of Health - Coronavirus Disease 2019 (COVID-19) Outbreak

<http://www.co.burlington.nj.us/1845/2019-Novel-Coronavirus-Information>

Centers for Disease Control and Prevention - Coronavirus Disease 2019 (COVID-19) Situation Summary

<https://www.cdc.gov/coronavirus/2019-ncov/summary.html>

Mercer County Department of Health - Coronavirus Disease 2019 (COVID-19) Outbreak

<http://www.mercercounty.org/departments/division-of-public-health/coronavirus-disease-2019-covid-19-outbreak>

Monmouth County Department of Health –

<https://co.monmouth.nj.us/page.aspx?ID=1932>

National Association of School Psychologists - Talking to Children About COVID-19 (Coronavirus): A Parent Resource

[https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-\(coronavirus\)-a-parent-resource](https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-(coronavirus)-a-parent-resource)

New Jersey Department of Education - Coronavirus (COVID-19) Information

<https://www.nj.gov/education/topics/index.shtml>

New Jersey Department of Health – Communicable Disease Service – COVID 19

<https://www.nj.gov/health/cd/topics/ncov.shtml>

Ocean County Department of Health – Preparing for Local Outbreak

<https://www.ochd.org/2020/03/03/the-coronavirus-may-be-novel-but-preparing-for-a-local-outbreak-isnt-anything-new-for-ocean-county-health-department/>

World Health Organization – COVID 19

Outbreak <https://www.who.int/>

