

## **TEMPLATE**

### **H1N1 Influenza 2009 (Swine Flu) TALKING POINTS – Board Members and District Staff**

Date:

The purpose of this communication is to provide factual information regarding a (PROBABLE / CONFIRMED) case of 2009 H1N1 Influenza (Swine Flu) in a (NAME OF SCHOOL) student, and the related decision to close the school, that you may use to communicate with staff and the community.

- (NAME OF DISTRICT) has been in daily communication with the Marin County Office of Education and the County of Marin Health and Human Services Department as a precautionary measure given the potential for possible swine flu in Marin County. Our main contact has been specifically with Dr. Fred Schwartz, Public Health Officer for the DIVISION OF PUBLIC HEALTH - PUBLIC HEALTH PREPAREDNESS, a part of the Marin County Department of Health & Human Services.
- On the (DATE OF CONTACT), (SCHOOL DISTRICT SUPERINTENDENT) was contacted by Mary Jane Burke, Marin County Superintendent of Schools, that the Department of Public Health had identified a "probable" case of H1N1 flu, more commonly known as swine flu. (SCHOOL DISTRICT SUPERINTENDENT) was asked to attend a preparedness meeting with the Department of Health and Human Services (DHHS) where Health Officials reported that the Department of Public Health team and investigators had been in frequent contact with the family of this student and had collected a significant amount of information and data related to the child's whereabouts and actions over the past week.
- After significant study and review, it was determined that the student was a (PROBABLE / CONFIRMED) case. Based on their investigation and the recommendations from the Centers for Disease Control, Dr. Schwartz made the recommendation that the District close (NAME OF SCHOOL) for (NUMBER OF CLOSURE DAYS) days.
- The District Superintendent, with the support of the Board President and the County Superintendent supported Dr. Schwartz's recommendation and plans were initiated to close (NAME OF SCHOOL) campus effective (DATE OF CLOSURE), through and including (LAST DATE OF CLOSURE). It is anticipated school will reopen on (DATE OF REOPENING).

- The decision to close the campus represents an action using an abundance of caution. The primary purpose of the dismissal of students and the closure of the school for seven days is to keep large groups of students from spreading the infection among themselves during the incubation period. Adults are much less likely to transmit the illness as they generally have much better respiratory health practices.
- At this time, Dr. Schwartz has concluded that there is **NO** evidence that would suggest a need to close any other school in (NAME OF DISTRICT) or in Marin County at this time.
- The age and gender of the student is not being released by the Public Health Department or by the District.
- (NAME OF SCHOOL) staff, students and families were contacted on (DATE / TIME OF CONTACT) by (METHOD OF CONTACT). Other on-site partners were informed and provided the factual information.
- In the messages to staff, all school staff members were asked to report to the school for a staff briefing on (DATE / TIME) in order to provide factual information and to reassure them of their safety, and to respond to staff questions.
- The Maintenance and Operations Department for the District will initiate a thorough, preventative cleaning of the building over the period that students are absent from the school. Staff members are free to come to the building for work as it is not under any quarantine provision.
- At this time, we expect the school to re-open on (DATE OF REOPENING). With guidance from the Public Health Department, we anticipate students who are coming back to school to participate in some type of a health screening.