

LEARN Old Lyme, Connecticut Pandemic Plan



2019-2020

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This document is based on:

*State of Connecticut All-Hazards School Security
And Safety Plan Template*

*Emergency Response and Crisis Management Manual – CABE
Emergency Responses – CABE*

Threat Assessment in Schools – U.S. Department of Education

This plan has been updated to meet the requirements of P.A.

*13-3 An Act Concerning Gun Violence Prevention and
Children's Safety*

Adapted from East Hampton/Old Saybrook's Pandemic Plan

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PANDEMIC EMERGENCY RESPONSE

Pandemic: School Coordination

Level 1 - Mild Outbreak <i>0% - 5% student illness</i>	Level 2 – Mild to Moderate Pandemic <i>10% - 20% student illness</i>	Level 3 – Severe Pandemic <i>30 - 40 % student illness</i>
<ul style="list-style-type: none"> • Monthly Planning Meeting: Executive Director, Principals, Administrators, School Nurses –as need. • Updates to Board of Education as necessary. • Updates to school district's medical advisor as necessary. • Communications to Parents via SchoolMessenger and LEARN website weekly/monthly. • Monitoring of illness through CDC, CT Department of Public Health, and LedgeLight Health District. 	<ul style="list-style-type: none"> • Weekly to Daily Meeting: Executive Director, Principals, Administrators, School Nurses –Include School Psychologists, School Counselors, Food ServiceDirector, and Board of Directors town government representatives as available. • Daily updates to school LEARN'ss medical advisor. • Regular communications to Parents via SchoolMessenger and LEARN website, and letters. • Weekly/Daily instructions to/from CDC, state, and LedgeLightHealth District. • 	<ul style="list-style-type: none"> • Daily Meeting: Executive Director,Executive Director, Principals, Administrators, School Nurses -Include School Psychologists, School Counselors, Food Service Director, and Board of Directors / representatives as possible. • If several of the above are not available, Executive Director identifies additional stakeholders who are available to make appropriate decisions. • Regular updates to Board of Directors. • medical advisor plays major role in determining protocol for district procedure. • State guidelines and protocol from LedgeLight Health district and CT Department of Public Health. • Daily communications to Parents via SchoolMessenger and LEARN website, and letters (if possible). • Coordinate school and town efforts. • Coordinate school/town and state efforts. • Additional meetings/decisions as often as information and updates become available.

Pandemic: Prevention and Education Efforts

Level 1 - Mild Outbreak <i>0% - 5% student illness</i>	Level 2 – Mild to Moderate Pandemic <i>10% - 20% student illness</i>	Level 3 – Severe Pandemic <i>30 - 40 % student illness</i>
<ul style="list-style-type: none"> Promote hand washing and cough hygiene via school-wide campaigns and modeling by school staff. Encourage staff and students to practice “respiratory etiquette” when they have mild respiratory symptoms. Publicize guidelines for treatment of persons developing symptoms. Publicize instructions / guidelines for staying home during illness and return of students and staff after illness. Prevention information available at: www.ed.gov www.cdc.gov https://portal.ct.gov/dph https://llhd.org 	<ul style="list-style-type: none"> Possible school closure for a short amount of time – depending on student and staff absenteeism. Encourage the use of social distancing as appropriate in classrooms at school and in the community. Work with LedgeLight Health District and LEARN’s medical advisors to assess whether any additional measures should be taken. Ensure that all food service staff follow established school district infection control policies and procedures. 	<ul style="list-style-type: none"> Possible extended school closure – depending on students and staff absenteeism as well as instructions from the state. Promote social distancing of children outside the school setting by reducing their social circulation and contacts. Prepare to work with local health officials and emergency preparedness officials – who may want to use the schools as a way to disseminate information to families or use facilities for other shelter/ medical purposes, as well as distribution site.
<p>Selective dismissal: used when some students in the school are at higher risk for complications once infected with illness. For example, a school with medically fragile children may decide to close based on the local situation while other LEARN programs in the may remain open.</p> <p>Reactive dismissal: used when many students and staff are sick and are not attending school, or many students and staff are arriving at school sick and are being sent home.</p> <p>Preemptive dismissal: used early during a response to illness in a community to decrease the spread of the flu/covid 19 before many students and staff get sick. This is based on information about the spread of <u>severe outbreak of illness</u> in the region. This dismissal is most effective at decreasing the spread of illness and resulting burden on the healthcare system when done early in relation to the amount of activity in the area.</p>		

Pandemic: Surveillance System

Level 1 - Mild Outbreak <i>0% - 5% student illness</i>	Level 2 – Mild to Moderate Pandemic <i>10% - 20% student illness</i>	Level 3 – Severe Pandemic <i>30 - 40 % student illness</i>
<ul style="list-style-type: none"> Nurses and Coordinator of Student Information monitor daily attendance rates and report to identified administrators. Weekly attendance reports are forwarded to Executive Director of Schools. Attendance reports are forwarded to LedgeLight Health District and LEARN's medical advisor through the Executive Director as requested by officials and/or if illness increases. LEARN will be prepared to participate in any program established by the state to make available antiviral agents and vaccinations to the most severely affected persons and groups. 	<ul style="list-style-type: none"> LEARN will keep track of daily absenteeism among students as a percentage of enrolled students and daily absenteeism among staff as a percentage of all staff. This information will be used to guide school closings and reopening as well as to monitor the changing impact of the problem. Daily absenteeism reports are forwarded to LedgeLight Health District and school district's medical advisor. LEARN will use a surveillance system to assist school nurses in monitoring reasons for student absenteeism. (For absent students it will be determined whether they are ill with symptoms, recovering from illness, or home to avoid illness.) In order to minimize introduction of illness into the school, LEARN will be prepared to do universal symptom and (if possible) selected temperature screening of students and staff before they enter the building. Depending on the severity of the pandemic strain, it may become necessary to actively find and exclude students and staff who may be infected with the illness and who are potentially highly contagious. LEARN will be prepared to participate in any program established by the state to make available antiviral agents and vaccinations to the most severely affected persons and groups. 	<ul style="list-style-type: none"> Officials of the State of Connecticut will play a role in decision-making and provide guidance and/or directions. The Governor may declare a civil emergency, or the Commissioner of Public Health may declare a public health emergency. In an emergency, LEARN could be given an order to close for a period of time to reduce the rate of spread of the illness. LEARN will follow guidelines from the state government, which will be very closely monitoring the situation and providing information to schools regarding the severity of the strain, what can be expected, the course of the pandemic, and what additional steps can be taken to minimize chances of developing illness. LEARN will be prepared to participate in any program established by the state to make available antiviral agents and vaccinations to the most severely affected persons and groups. LEARN will set up a "command center" of individuals who are able to access the latest information from the national Centers for Disease Control and Prevention and the Connecticut Department of Public Health on the pandemic, vaccine, antivirals, and protective measures, and to be knowledgeable enough to convey it to staff, students, parents, and the community.

Pandemic: Communication

Level 1 - Mild Outbreak 0% - 5% student illness	Level 2 – Mild to Moderate Pandemic 10% - 20% student illness	Level 3 – Severe Pandemic 30 - 40 % student illness
<ul style="list-style-type: none"> • LEARN website, SchoolMessenger, newsletters, and letters home will address prevention efforts, information from state and national authorities, as well as LedgeLightHealth District as materials become available. • Information will be made available to parents and community members if school participates as vaccination site. • Encourage staff and students to practice “respiratory etiquette” when they have mild respiratory symptoms. 	<ul style="list-style-type: none"> • Daily information on the LEARN website, through SchoolMessenger as well as newsletters and letters home will address prevention efforts, information from state and national authorities, as well as LedgeLight Health District. • Update information to send home to parents and present in class to students • Students who are absent from school are called to confirm flu/covid- like symptoms or to confirm if staying home for prevention or family care. • Close communication is maintained with absent staff members to confirm flu/covid-like symptoms or to confirm if staying home for prevention or family care. • Develop and implement protocols for managing students who develop illness in school (e.g., , isolate until parent pick up). • Consider any special concerns/ procedures needed for the special needs population within the schools. • Educate student and staff to ensure prevention policies are followed. • Provide information and education to staff, students and families regarding pandemic flu, individual prevention measures, and various community/school plans and updates. • News media will be contacted for school closing / opening information. 	<ul style="list-style-type: none"> • Daily information on school website, newsletters, and letters home will address containment efforts, information from state and national authorities, as well as LedgeLight Health District. • Update information to send home to parents and present in class to students. • Students who are absent from school are called to confirm symptoms or to confirm if staying home for prevention or family care. • Close communication is maintained with absent staff members to confirm symptoms or to confirm if staying home for prevention or family care. • Returning students notified about screening procedures upon re-entry. • Usual means of notifying families will be used if/when school closing/opening information needs to be shared.

Pandemic: Continuity of Instruction

Level 1 - Mild Outbreak 0% - 5% student illness	Level 2 – Mild to Moderate Pandemic 10% - 20% student illness	Level 3 – Severe Pandemic 30 - 40 % student illness
<ul style="list-style-type: none"> • LEARN remains open but will monitor communications from the state and the LedgeLight Health District. • Substitutes cover ill staff members. • Student work sent home as appropriate. • LEARN website utilized for communication of assignments, homework, and website lessons. 	<ul style="list-style-type: none"> • LEARN will consider recommendations by the CDC, State and the LedgeLight Health District when making closure decisions. • Decisions will be made concerning the extent to which students and staff will be encouraged or required to stay home when they are mildly ill or have family members who are ill. • All extra-curricular, after school activities, and social gatherings (dances, clubs) and athletic contests may be cancelled to minimize contact and spread of flu. • Create plans for continuation of students' education if schools are closed. Google Classroom, Email and the Website will be utilized for assignments, homework, and lessons. • Identify students who are most vulnerable to serious illness (immune compromised, chronic illness, etc.) and prepare school work in advance. For students who may have a greater risk of infections, encourage those families to talk to their health care provider. Some parents may need to be more cautious about keeping their children out of school. • Short term school closings may be necessary and require advance communication to teachers, parents, and students during exam periods, upcoming vacations, standardized testing, etc. 	<ul style="list-style-type: none"> • LEARN will consider recommendations by the CDC, State and the LedgeLight Health District when making school closure decisions. • Determine and communicate to staff the sick leave policies for absences unique to a pandemic. • Public gatherings, extra-curricular, after school activities, and social gatherings, as well as athletic contests cancelled. • Make specific plans for continuation of students' education if schools are closed for extended time using website and/or mailed lessons. The ability to provide lessons may depend on the health of teachers and staff. • LEARN could be closed for either of two reasons: *First, there could be levels of absenteeism among staff and/or students that make it difficult to achieve the educational mission. The decision to close on this basis will be the decision of the Executive Director and the Board of Directors in conjunction with guidance from LEARN's medical advisors and local health agencies. *Second, the schools could close specifically to slow the spread of illness. Close contact among many persons in schools make them a center for respiratory disease transmission. A decision to close for this reason will be made by the Governor or local health officials. • The town may need access to schools for distribution of food, supplies, or other reasons.

Pandemic: School System Review

Level 1 - Mild Outbreak 0% - 5% student illness	Level 2 – Mild to Moderate Pandemic 10% - 20% student illness	Level 3 – Severe Pandemic 30 - 40 % student illness
<ul style="list-style-type: none"> At end of the pandemic, review practices and incidents with Executive Director, Principals, Administrators, Board of Directors, teachers, staff, school nurses, etc. LEARN Pandemic Procedures will be reviewed and revised on a yearly basis. Coordinate school plan with any local or state plans and/or updates and determine who should be involved in future planning. Review procedures for communicating with the parents, the community, and the public. Develop inclusion and exclusion policies in conjunction with the school nurses and school district's medical advisor. Continue to inform and educate families and staff regarding wellness policies, and encourage students and staff to remain at home when ill. Encourage staff and students to practice "respiratory etiquette" when they have mild respiratory symptoms. 	<ul style="list-style-type: none"> Establish and implement steps school can take to minimize outbreak in schools: cleaning precautions, personal protection supplies, (), i.e. gloves, alcohol, hygienic soap, etc., personal contact/hygiene. Review roles and responsibilities of Executive Director, Principals, Administrators, Board of Education, teachers, staff, school nurses, etc. and plan for absenteeism in any and all of the above. 	<ul style="list-style-type: none"> Upon reopening, closely monitor students for flu/covid-like symptoms. Review screening and re-entry plans for students and staff members who have been absent. LEARN remains on high alert for family, security, and medical issues in the wake of any pandemic experience.

