

Southern Local School District

PUBLIC HEALTH PANDEMIC PLAN

DEFINITION

Pandemic is a disease or condition that is found in a large part of a population. Because there is little natural immunity, the disease can spread easily from person to person.

PANDEMIC PREPAREDNESS TEAM

- Pandemic Coordinator/Information--Superintendent
- Medical Coordinator--School Nurse
- Facilities Coordinator—Maintenance Supervisor
- Transportation Coordinator--Transportation Supervisor
- Continuing Education Coordinator--Elementary and High School Principals
- Security Coordinator--Assistant Principal and Special Ed Administrator
- Technology Coordinator--Technology Supervisor
- POD Staff Coordinator(s)--Building Administration
- Support/Supplementary Assistance--Treasurer and Supt. Secretary
- Columbiana Co. Health Coordinator--Bob Zehentbauer
- Columbiana Co. Health Nurse--Barb Knee

PROCEDURES

Threat of Pandemic:

1. Staff informed of threat and advised of appropriate health, sanitation and safety practices to be implemented.
2. Students and community advised of threat and informed of communications procedures to receive current status reports.
3. Medical Coordinator will continue to monitor absences and

- maintain open communications with Columbiana Co. Health Dept.
4. Facilities Coordinator will increase sanitation efforts in all buildings and assure hand sanitizers are available in all buildings.
 5. Medical Coordinator will encourage and track influenza vaccinations for all staff and students.
 6. Medical Coordinator will coordinate with Columbiana Co. Health Dept. to determine the necessity of moving to a closed Point of Dispensing (POD). If necessary the Southern Local School District will offer a Closed POD.

CLOSED POINT OF DISPENSING (POD) GUIDELINES

A closed POD is a dispensing center for vaccinations operated by the school or other private agencies for specific population such as students and families of the district and is not open to the public.

1. The Pandemic Preparedness Team will determine if it is necessary or beneficial to implement a closed POD program.
2. Medical Coordinator will coordinate with Columbiana Co. Health Dept. and assuring that adequate vaccine is available for anticipated immunizations.
3. The facilities, Security and Transportation Coordinators will prepare the site and secure the necessary volunteers to work the closed POD. Responsibilities will be prepare the rooms, develop traffic flow patterns, secure parking, assign comfort and rest areas and recourses, and maintain security throughout the event.
4. The Medical, Support Services, and Supplementary Assistance Coordinator, will secure the necessary volunteers and materials needed to assure the safe and effective dispensing of the vaccine to all invited participants in the closed POD. They also will assure that all necessary forms are available and that volunteers are available to complete forms as necessary. The Medical Coordinator will be

- responsible for securing additional medical staff to administer the immunizations as needed.
5. The Information/ Technology Coordinators and Supplementary Assistance Staff will notify all invited participants of the closed POD of the availability of vaccine and their opportunity to participate. They will also provide them with times of dispensing, dispensing site layout and flow designs. The information Coordinator will issue press releases as necessary advising the public of the closed POD activities. The Technology Coordinator will assure that information is available on the web site and assure that volunteers are available to answer telephones as needed.

FACILITIES CLOSED

1. The Pandemic Preparedness Team in conjunction with Columbiana Co. Health Dept. will determine if it is necessary to close schools due to excessive absences due to influenza and/or a request to comply with social distancing.
2. Building Principals and Supervisors will discuss the closure of the schools and all related facilities with staff.
3. The Pandemic, Information, and Medical Coordinators will issue press releases announcing the closure of the schools and “ALL” activities. In addition the district will utilize the technology of the “ALL CALL” system to advise all parents of the decision to close school. Information will also be posted on the district website.
4. The Medical Coordinator will contact Columbiana Co. Health Dept. and the Ohio Department of Health to advise them of the decision to close schools.
5. The Continuing Coordinator and the Tech. coordinator will meet with the staff to develop plans for providing education options for students. Included in this plan will be the development of packets, the dissemination of materials, the timely collection and assessment of materials, and developing an ongoing means of communication with students either through the ALL CALL system, Progress

- Book, or the district web page. The Support Service Coordinator and the Continuing Education Coordinator will assist in coordinating the necessary copying and development of supplementary education materials.
6. The Continuing Ed. Coordinators will organize building administration to assure the continuing education of students as required. The Continuing Ed. and Information Coordinators will provide letters to parents and students informing them of their responsibilities in continuing an effort in education.
 7. The Security and Facilities Coordinators will assure that all facilities remain closed (NO ACTIVITIES) during the period of closure. A closure for pandemic reasons will mean that the facilities will be closed for a minimum of seven (7) days.
 8. The Medical and Pandemic Coordinators will remain in contact with Columbiana Co. Health Dept. and the Ohio Dept. of Health throughout the closure to determine the appropriateness of reopening the schools.
 9. The Pandemic Preparedness team will determine the appropriateness of reopening school.

ADDITIONAL RESOURCES

- www.pandemicflu.gov
- Ohio Dept. of Education, School Closure Guidance
- Ohio Dept. of Health, Protecting Ohio in a Public Health Emergency
Ohio Statewide Closed POD Guidance for Schools

Ohio Dept. of Health, School District Pandemic Influenza Planning Checklist