

# Eminence Independent Schools

## **PANDEMIC PREPAREDNESS PLANNING**

The potential outbreak of any pandemic concerns the Eminence Independent Schools and planning for this possibility has commenced. The following aspects are presently being addressed by district staff:

### Communication Factors

- Communication with district staff is key to addressing any issue or concern. All district staff are linked via phone trees, as well as Community Safe for notifying everyone of emergency or vital information. Staff also utilize cellular phones for communication.
- The Eminence Independent Schools have a district website that will be updated as needed to address any pandemic issues and share data or news relative to any public health concern.  
([www.eminence.kyschools.us](http://www.eminence.kyschools.us))
- The Middle/High Schools have parent list serves that are currently in use to disseminate information. The Elementary School also has a parent list serve for elementary parents. All list serves will continue to be expanded and improved to function even more efficiently in communicating with parents.
- Communication home with students of hard copy materials is already in place and could be utilized and expanded if needed. Downloaded and printed reports can easily be distributed throughout the community.
- The district will continue to incorporate available web-based links that can be used to convey information to families throughout the community. Links to all pertinent sites can be added to district sources.
- The district will continue to utilize Community Safe, local newspaper, radio and television to communicate school closings or other information.
- Eminence Independent Schools have a long-standing and strong working relationship with the Henry County and North Central Health Departments that will benefit the entire community in the event of an outbreak.

### Hygiene Factors

- The district's school nurse currently promotes good hygiene through instruction to students and staff about appropriate hand washing and respiratory hygiene.
- Staff will continue to emphasize effective handwashing and respiratory hygiene with students in the classroom setting.
- Students and staff appearing with flu-like illness will be sent to the school nurse's office or other designated area, such as gym lobby under supervision until they can be sent home.

- Supplies for hygienic operation are ordered in bulk and adequate products are on-hand to control the spread of infection.
- Staff trainings are held at least annually and additionally as needed to address infection control and appropriate procedures to handle infectious materials.
- Any resources and information available through the Centers for Disease Control, Department of Health and Human Services, Kentucky Departments of Health and Education, etc., are and will continue to be monitored by the district's nurse and appropriate implementation will ensue.

#### **Attendance Factors**

- District policy addresses infection control and epidemics allowing the Superintendent to exclude students from school should there be a known or suspected communicable disease or condition per KRS 158.160.
- Attendance policies currently excuse days missed from school due to illness.
- Provisions will be made for extended illness of students without penalty to them in their class placement or grades.
- Staff members infected with any communicable disease or condition are urged to stay away from their work sites currently and will continue to be expected to do so in every event.

#### **Instruction Factors**

- Instruction of our students within their schools will continue as deemed appropriate by district and health care professionals.
- Contingency plans for instruction of students will include the district's communication and web-based media.
- Course outlines and syllabi along with teacher-produced learning assignments will be used to extend learning if the closure of schools becomes necessary.
- The district has substitute teachers and classified workers available as needed as well as local replacements to staff absences in all positions.

**The health, safety, and well-being of Eminence's students and staff are always our top priority. While it is conceivable that the educational process will be disrupted, it is incumbent on us to insure that wellness is the number one focus. On-going planning for the management of such an event will include the following actions:**

- ✓ In the event that a vaccination program is necessary, Eminence Independent Schools will work with the Henry County and North Central District Health Departments to facilitate this process.
- ✓ Continued monitoring of materials distributed by public health professionals working to control the potential of a pandemic flu

occurrence will be continually incorporated into the planning process. As updated information becomes available, it will be added.

- ✓ Instruction and learning will suffer in the event of an outbreak; however, the district will continue to make provisions for the educational process to continue in the most appropriate manner possible.
- ✓ Constant attention will be paid to developing effective and updated communication methods to insure that any announcements can be effectively delivered to all concerned during an emergency situation.
- ✓ The district will close all schools as directed by the Superintendent per KRS 158.160 in conjunction with the Department of Public Health or when attendance rates drop below designated rates.