

WELLNESS AND HEALTH SERVICES  
COMMUNICABLE DISEASESFFAD  
(REGULATION)HEALTH EMERGENCY  
PLAN

As soon as possible after receiving medical proof of a serious illness that could affect others within a school population, the following procedures will be implemented:

1. The principal will contact the Superintendent, who will in turn contact the county health department, other administrators, school nurses, and Board members.
2. The Superintendent will schedule a planning meeting for key administrators and health officials.
3. As soon as possible, the Principal will send a letter to parents informing them of the situation and how the school plans to handle it. The following guidelines will apply to this communication:
  - a. The confidentiality of any infected students and their families will be protected.
  - b. Included with the letter will be a medical fact sheet from the health department describing the illness.
  - c. Information will be distributed to all students and parents on the same day.
  - d. To the extent possible, such material will be available in all the languages commonly spoken in the homes of District students.
  - e. Similar information will be made available to any visitors using the school facilities.
4. The District will inform other districts in the area of a potential health emergency.
5. The District will issue daily updates of the situation to its employees.
6. If vaccination is appropriate, the District may establish vaccination stations in the schools and make school nurses available to assist health department employees with vaccinations.
7. Counselors and/or school nurses will meet with pregnant students to discuss possible special concerns related to the disease and their pregnancies.
8. The Superintendent will designate one representative to communicate daily with the local health department.
9. Only the Superintendent or designee will communicate with the news media regarding the health emergency situation.  
[See GBBA(LOCAL)]