

Ashgrove Primary School

Policy  
in relation to  
Swine Flu

15 May 2009  
VERSION 1:1

## Planning for a Swine Flu Pandemic

**Parents** are asked to support the school by:

- Ensuring that contact information is updated;
- Supplying children with disposable tissues;
- Reminding children about the need for hygiene through the motto “Catch it! Kill it! Bin it!”
- Familiarising themselves with the leaflet “Important Information About Swine Flu” issued to all homes by the Department of Health, Social Services and Public Safety (DHSSPS);
- Keeping at home any child displaying symptoms of swine flu: cough, sore throat, runny nose, aches and pains, headaches, vomiting, diarrhoea.
- Contacting the family GP by telephone.

**Teachers, Classroom Assistants and Supervisors** are asked to support the school by:

- Providing appropriate time for the maintenance of children’s hygiene;
- Ensuring that tissues are available in the classroom. (These may be obtained from the buildings supervisor.)
- Teaching children the motto “Catch it! Kill it! Bin it!”
- Reminding children to wash their hands thoroughly with soap and water and to put used paper towels in the bin;
- Reminding children to cover their mouths and noses when coughing or sneezing and to put used tissues into the bin;
- Maintaining personal hygiene by frequent use of the anti-bacterial hand-wash provided in the staff toilets and putting used paper towels and tissues in the bin;
- Informing the principal of any child displaying the symptoms of swine flu: cough, sore throat, runny nose, aches and pains, headaches, vomiting, diarrhoea. (The principal will then make arrangements for this child to be collected and taken home.)

**Buildings Supervisor and Cleaners** are asked to support the school by:

- Emptying all bins regularly and sealing the contents;
- Ensuring that thorough antibacterial cleaning is maintained;
- Carrying out additional anti-bacterial cleaning (damp dusting) on computer keyboards, door handles, taps, desk tops, seats, etc.;

- Maintaining personal hygiene through the frequent use of the anti-bacterial hand-wash provided in the staff toilets and putting used paper towels and tissues in the bin;
- Following current guidance from the Health and Safety Executive.

### **Miscellaneous:**

Contact with another person who has contracted swine flu is not sufficient reason to stay away from school. Only children, staff, parents, volunteers and visitors displaying the symptoms of swine flu (cough, sore throat, runny nose, aches and pains, headaches, vomiting, diarrhoea) should stay away.

Any decision to close (and reopen) the school will be taken by the principal and the chairman of the governors. This is considered unlikely because of the widespread presence of swine flu in the community but it may be done in response to:

- Advice from the Department of Education (DE) and DHSSPS;
- The development of swine flu in the pupil or staff population;
- Insufficient staffing levels (no more than two unfilled teaching positions; no buildings supervisor; only two cleaners);
- Closure of the school meals kitchen.

Such closure is likely to be at the end of a school day, but any emergency closure would follow existing procedures.

DE guidance states that “In the event of closure to pupils for medical and child welfare reasons, the employing authorities should still ask staff to work (if well); this is consistent with advice to employers in all sectors.”

The principal and governors of Ashgrove Primary consider that DE’s suggestion of remote learning is impractical within this context; however, children have been encouraged to access Learning NI online at:

<http://www.learningni.net/Home/Home.aspx>