

Pandemic Flu Rubric

(based on information advice from CDC, U.S. Embassy, WHO)

HIS will adhere to mandates as issued by the Japanese and Hokkaido government.

Revised August 24, 2009

Levels are defined by the presence of the following indicators within Sapporo/ Hokkaido:	Campus Access	Educational Delivery	Co-curricular Program	Community Gathering/ Other events	Field Trips/ Out of Japan Travel	School Provided Transportation	School Operations	HIS Personnel	Emergency Care	Communication
<p>Level One (low Risk)</p> <ul style="list-style-type: none"> • Little indication of H1N1 in Sapporo. 	<ul style="list-style-type: none"> • Open campus • Any visitor with health symptoms asked to report to the office before proceeding into school. • HIS community (employees, students, parents) requested to assess for signs of flu (see appendix 1) before coming to school, if any signs of illness please stay home. • If flu is confirmed, stay home for 24 hours after the symptoms resolve. Stay home even if on anti-viral medication. 	<ul style="list-style-type: none"> • Regular school program. • Daily homework provided by teacher for any student staying at home. • Faculty review of distance learning program. 	<ul style="list-style-type: none"> • All regularly scheduled activities allowed. 	<ul style="list-style-type: none"> • All regularly scheduled events are allowed. 	<ul style="list-style-type: none"> • Field trips allowed, but must be approved by coordinator. 	<ul style="list-style-type: none"> • All bus route run as usual. • Buses disinfected on regular basis. 	<ul style="list-style-type: none"> • Continual disinfecting by cleaning personnel. • All Food Service workers and School Nurse must wear gloves when dealing with students or student food. 	<ul style="list-style-type: none"> • Normal working conditions. • All school employees returning from affected areas have their health monitored for 10 days. 	<ul style="list-style-type: none"> • If temperature over 38C or other flu symptoms, seeing a physician is advised. 	<ul style="list-style-type: none"> • Use of periodic e mail to community • Use of HIS website for relevant information and recommendations.

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<p>Level Two (Moderate Risk)</p> <ul style="list-style-type: none"> Increasing number of cases reported in Sapporo both in schools and in the community. Japan declares epidemic of H1N1 influenza. 	<ul style="list-style-type: none"> HIS community (employees, students, parents) requested to assess for signs of flu (see appendix 1), if any signs please stay home and report symptoms to school office or nurse. If ill with flu-like symptoms, stay home for 24 hours after all the symptoms resolve. Stay home even if on anti-viral medication. Vendors/Visitors screened with symptom questions. Visitors must wash hands upon arrival at school. Students, parents or staff at high risk of severe infection requested to use caution and increase measures to prevent transmission of disease including wearing a mask. High risk includes underlying respiratory disease including asthma, diabetes, immunocompromised (including current or recent chemotherapy treatment), neuromuscular diseases and pregnancy. 	<ul style="list-style-type: none"> Regular school program. Parent/student review of distance learning program. Daily homework provided by teacher for any student staying at home. 	<ul style="list-style-type: none"> All scheduled programs reviewed by coordinators and headmaster.. 	<ul style="list-style-type: none"> All special events and community gatherings will be reviewed by coordinators and headmaster.. 	<ul style="list-style-type: none"> Field trips will be reviewed by coordinators and headmaster. 	<ul style="list-style-type: none"> All bus route run as usual. Adult monitors may be present to screen for symptoms. Bus access may be denied if signs of illness present. 	<ul style="list-style-type: none"> All Food Service workers must wear gloves. Workers with any indication of illness must not be involved in preparation or serving of food. All vendors must be seen by either office personnel or school nurse and assessed for illness. 	<ul style="list-style-type: none"> Normal working conditions. Staff involved with screening ill students will be provided with gloves and masks. All faculty and staff report to work after assessing health at home. 	<ul style="list-style-type: none"> HIS community members who have been out of school with flu or flu-like symptoms must report to School Nurse upon return to school. If temperature over 38C or other flu signs, student must go home ASAP. 	<ul style="list-style-type: none"> Letter to all parents detailing general plans and policies for flu response. Health status updates will be taken on all students and staff to ensure appropriate response. Daily email and HIS web site updates to community on status of pandemic flu in Japan and impact on school program. Updated recommended hospital list. Regular classroom instruction to ensure students understand protocol and proper hygiene. Parents whose children are absent will be asked the nature of their child's illness to determine extent of possible infections. Personal identifying information will remain confidential.

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<p>Level Three (High Risk)</p> <ul style="list-style-type: none"> Confirmed cases of H1N1 infection within the school. Increased community spread of pandemic H1N1 flu in Sapporo with clear evidence of transfer in public places. Indication of increased severity of influenza symptoms and subsequent complications as determined by local, regional, national or international health personnel. 	<ul style="list-style-type: none"> HIS community requested to assess for signs of flu, if any signs please stay home and report symptoms to school office or nurse. If ill with flu-like symptoms, stay home for seven days or for 24 hours after the symptoms resolve: whichever is longer. Stay home even if on anti-viral medication. Family members, including siblings, should remain home for five days to assure they are not ill. Visitors must report to School Nurse to assess health. Visitors must wash hands upon arrival at school. Students, parents or staff at high risk of severe infection requested to remain home. High risk includes underlying respiratory disease including asthma, diabetes, immunocompromised (including chemotherapy treatment), neuromuscular diseases and pregnancy. 	<ul style="list-style-type: none"> Daily homework provided by teacher for any student staying at home. Possible selective closure of particularly affected classrooms may occur. All students exit campus by no later than 3:40 PM. In-servicing of parents and students via email and web page of distance learning plans. 	<ul style="list-style-type: none"> All programs suspended. 	<ul style="list-style-type: none"> All special events and community gatherings are cancelled. No large faculty or staff or student gatherings 	<ul style="list-style-type: none"> Field trips discontinued. 	<ul style="list-style-type: none"> All bus routes run as usual. Bus access may be denied if signs of illness present. 	<ul style="list-style-type: none"> Food Services will be reviewed by headmaster. 	<ul style="list-style-type: none"> All faculty and staff report to work after assessing health at home. Health screening will take place each day at school. Staff involved with screening ill students will be required to wear gloves and masks. 	<ul style="list-style-type: none"> HIS community members who have been out of school with flu or flu-like symptoms must report to School Nurse upon return to school. If temperature over 38C or other flu signs, student must go home ASAP. Use recommended hospitals for pandemic prevention and containment. 	<ul style="list-style-type: none"> Daily email and HIS web site updates to faculty and community. Daily classroom instruction to explain situation and to emphasize proper hygiene. Parents whose children are absent will be asked the nature of their child's illness to determine extent of possible infections. Personal identifying information will remain confidential.

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<p>Level Four (Very High Risk)</p> <ul style="list-style-type: none"> • H1N1 flu infections make adequate student attendance/ staffing impossible. • Sapporo/ Hokkaido/ Japanese government directs schools to close. 	<ul style="list-style-type: none"> • No classes held on campus. • School facility closed to all but essential HIS personnel for in-determinant period of time. • Campus quarantine, no visitors. • Dormitory closed to visitors. 	<ul style="list-style-type: none"> • Full implementation of distance learning program with students and faculty members either in or out of Japan. 	<ul style="list-style-type: none"> • Not applicable – school facility closed. 	<ul style="list-style-type: none"> • Not applicable – school facility closed. 	<ul style="list-style-type: none"> • Not applicable – school facility closed. 	<ul style="list-style-type: none"> • Not applicable – school facility closed. 	<ul style="list-style-type: none"> • Necessary cleaning and maintenance 	<ul style="list-style-type: none"> • Faculty, administration and staff electronically discusses procedures during closing of the school facility on how to continue to support student learning. 	<ul style="list-style-type: none"> • Not applicable – school facility closed. • Use recommended hospitals for pandemic prevention and containment. 	<ul style="list-style-type: none"> • Daily updates on HIS web site to the community. • Further communication using teacher blogs and phone trees.

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Appendix 1: Influenza signs and symptoms

Typical:

- Fever of 37.8 degrees Celsius or greater
- cough
- sore throat
- a runny or stuffy nose
- body aches
- headache
- fatigue

Occasional:

- vomiting
- diarrhea.