

Howell Mountain Elementary School District



Emergency Operations Plan

Infectious Disease Outbreak Plan

March 2020

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Introduction

Respiratory viruses, such as influenza are highly contagious seasonal outbreaks that often occur in communities during the fall and winter. During a typical flu season, 5%-20% of the U.S. population becomes ill; more than 200,000 are hospitalized, and about 36,000 die. Influenza spreads from person to person mainly in respiratory droplets from coughs and sneezes or handling contaminated objects. Yearly immunization with influenza vaccine is the most effective way of preventing influenza.

At unpredictable intervals, a novel virus, such as SARS, COVID-19, or similar appears in humans for which there is not immunity. If the novel virus is transmitted easily from person to person and causes significant illness, this creates the setting for a pandemic, a large-scale outbreak of illness with the rapid spread from person to person and country to country. The World Health Organization (WHO) is responsible for announcing a global influenza pandemic.

Pandemics are about people and interruptions in their everyday lives. It is expected that a pandemic may have a worldwide impact with an unpredictable timeline, comprising multiple events or waves, and spreading quickly from one urban area to another. Major disruptions are likely for health care, transportation, education, and other public services.

Purpose

The Howell Mountain Elementary School District Emergency Operations Plan is a companion document to the Howell Mountain Comprehensive Safety Plan. The plan serves as the overarching guidance in developing response plans and subsequent activities, leading to pandemic preparedness.

The Howell Mountain Elementary School District has an obligation to be responsive as with any public school and even more, given the social nature of an elementary campus. Further planning, collaboration, and training with prove to be essential in reducing the impact of a pandemic outbreak while maintaining the critical operations of Howell Mountain Elementary School.

This plan is a dynamic document and will be revised as dictated by circumstances or changes in information.

Objectives

The greatest effect on Howell Mountain Elementary School will be absenteeism. The focus of this plan is to prepare the district to respond to high absenteeism and the possible curtailment of specific activities. This plan is guided by the following principles:

- Protect and support the health, safety, and welfare of our students, staff and families.
- Maintain a commitment to the district mission to provide instruction and service.
- Maintain business and administrative operations.
- Recover as quickly and efficiently as possible if any activities are interrupted or suspended.
- Ensure multi-modal communications with the community and with stakeholders.
- Establish benchmarks to prompt prudent actions.

Authority

The State of California has the primary responsibility for public health matters within its borders, including isolation and quarantine authority. That authority is usually exercised locally by the Napa County Department of Health and Social Services. In a pandemic, the Department of Health and Social Services collects and analyzes health information, conducts epidemiologic investigations, institute isolation and quarantine measures and, may close any facility if there is a reasonable cause to believe that the facility may endanger the public health. The District and the Emergency Operations Plan will have the authority to minimize the impact of a pandemic on the District.

Infections Disease Outbreak Coordination Team

The Director of Health Services and the Napa County Sheriff's Office will act as the coordination team for the District. Coordinators are responsible for monitoring and managing the day-to-day response for the District, providing information to the Superintendent, the school board and the Napa County Office of Education.

Should an infectious disease outbreak become more severe than anticipated, it will be the responsibility of the Napa County Public Health department to issue quarantine orders, direct

facility closure, and provide critical information designating key healthcare facilities as well as the distribution of anti-viral medications.

Risk Assessment

As a new disease spreads throughout the world, people have little or not immunity and there will be a limited supply of vaccines available during the initial onset, which may result in a pandemic. The assumptions used in the planning process are:

1. A pandemic is a public health emergency that takes on significant political, social, and economic dimensions and will be governed by factors that cannot be known in advance.
2. A pandemic could last from 18 months to several years with at least two peak waves of activity. In an affected community, a pandemic wave may last about 6 to 8 weeks.
3. Vaccinations and antiviral treatment are anticipated to be the most effective medical treatment, but they may be limited to supply.
4. Non-medical containment measures will be the principal means of disease control until enough vaccinations are available.
5. Based on previous pandemics, the clinical attack rate is likely to reach 30% of the overall populations.
6. If the pandemic becomes severe, the economic impact is likely to be significant, though predictions are subject to a high degree of uncertainty.
7. Once the pandemic has run its course, economic activity should recover relatively quickly, although a severe pandemic will have a more disruptive effect.
8. High absenteeism rates (students and staff) constitute the greatest challenge to the district.

Response Guidelines

Level One- Preparation

Assesses the possible impact on the campus and develop a response plan to mitigate those impacts, to the extent possible.

1. Create and implement a prevention campaign for proper hygiene and disinfecting protocol.

- a.) Provide disinfecting dispensers in high use areas.
- b.) Provide cleaning materials.
- c.) Provide custodial staff training and implementation on viral cleaning and disinfect protocols.
- d.) Have teachers demonstrate proper coughing/sneezing and handwashing techniques for all students.
- e.) Provide sanitation wipes for all classrooms to be used on drinking fountains and doorknobs.

2. Create an absentee tracking program for monitoring changes in absenteeism.

3. Develop mitigation strategies:

- a.) Mandatory vs. Voluntary release from work due to pandemic illness.
- b.) Use of sick time for primary illness
- c.) Extended use of sick time for care of family members with pandemic illness.
- d.) Employees sick with no sick/vacation time remaining.
- e.) Engagement, if needed in the interactive process for high-risk employees (i.e. pregnant, immune suppressed, etc.).
- f.) Remind district employees of the Disaster Service Worker (DSW) requirement by providing information and training.
- g.) Faculty are encouraged to consider alternative methods of delivering instruction.

4. Purchase Personal Protective Equipment for appropriate staff:

- a.) Hand sanitizers

- b.) Protective eyewear
- c.) Gloves

Level Two- Minimal Infection Rate

1. Initiate the Pandemic Tracking Program. Attendance will be taken each day at the same time. Office staff will identify any severe spike (50%) from week to week, or a steady increase in absenteeism.

Staff will notify the Superintendent if they have family members testing positive for the novel disease.

If multiple faculty report symptoms associated with the novel disease or are home ill, the county office will be notified.

Initiate a District-Wide media awareness program.

- E-mail
- Website
- Facebook
- Newsletters
- Flyers

Level Three- Moderate Infection Rate

Continue Activities outlined in the previous levels.

- 1.) Initiate educational and work distancing**
 - a.) Distance learning should be available to impacted classes
- 2.) Social Distancing should be implemented**
 - a.) Minimize public events
 - b.) Cancel field trips and travel to areas with high infection rates

Level Four- Severe Infection Rate

Continue all activities outlined in the previous levels.

- 1.) Work with the Napa County Health Department to determine whether mandatory social isolation is appropriate for populations at high risk or whether closure of the school is necessary.**
- 2.) If closure is ordered: Superintendent shall file a J-13A waiver.**

3.) Clean and disinfect school campus in preparation for re-opening.

Level Five- Subsidence

- 1.) Continue absentee surveillance program until the trend is confirmed.
- 2.) Continue hygiene campaign of handwashing and the proper way to sneeze/cough.
- 3.) Continue disinfecting protocol.
- 4.) Return to normal school functions.
- 5.) Assess and debrief staff to determine the effects of a pandemic wave.
- 6.) Offer support services to affected individuals as appropriate.