

HOPE TOWNSHIP SCHOOL PANDEMIC PLAN

In any case where consideration is given to closing school for a period of time to hinder the spread of a communicable disease or cancel a field trip to prevent transmittal, the following procedures will be included:

- Superintendent and administrative team will monitor the CDC website cdc.gov and emails; consult with the school physician, school nurse, Executive County Superintendent's Office, local emergency management officer and County Health Department and other Cluster and local county schools including Hope Preschools/Child Care facilities, sites where Hope out-of-district students attend, and schools that send students to Hope School.
- Send information to parents/guardians from CDC, County Health Department regarding preventative practices and/or new procedures.
- Consider any reported case of student, staff member or community members affected by a significant communicable disease.
- Superintendent/Principal will report any student or staff cases to County Health Department and Executive County Superintendent.
- Decisions on canceling any school trips will be made after monitoring the CDC website and emails to consider the status of trip destination.
- Once a decision to close school is made, communicate that to the Executive County Superintendent's Office, Department of Health, parents and the community. The emergency call system will be used to notify parents/students as to the current status and school closing dates. The Superintendent's Secretary will update the main office call number recording and notify the radio stations, bus company and other listed contacts.
 - All activities and school programs will be cancelled and student/public gathering will be discouraged.
 - The school building will be appropriately cleaned and disinfected by the custodial/maintenance staff.
 - Teachers will send their assignments to the Assistant Principal/Coordinator of Curriculum and Instruction for approval and then to the School Technology Teacher (School Webmaster) for posting on the school website. The use of the on-line textbook, website links, and other selected internet activities will be utilized in teacher lesson planning. Students will email their completed assignments to their respective teacher for review. All students will be directed to take home texts/ materials needed- this should support those students/families with out home internet access.
 - Once assignments have been posted, the Superintendent/Principal will utilize the emergency call system to notify students/parents of the availability on the website. Regular calls will be sent to update parents, students and the community.