



## MOIRA HOUSE GIRLS SCHOOL FLU PANDEMIC 2018-19

### In the event of a Flu Pandemic

- The School will follow advice on procedures and protocols given by the HSA and School Medical Officer.
- The School will stay open as long as there is sufficient staff to keep it running and the HSA and School Medical Officer are happy for us to do so
- If staffing shortages or rates of infection became critical the Head of School (in his/her absence) will make the decision to close the School
- Staff and Parents will be contacted directly using PASS information
- An announcement will also be made on Sovereign Radio
- Staff are expected to work unless ill or caring for a dependent relative
- Staff will be told that they should not come into work if they have any flu-like symptoms (sudden onset of fever, headache, muscle pains and feeling ill, with or without sore throat, cough or difficulty breathing)
- If students become ill day girls will be sent home and boarders will be taken into Medical Department unless arrangements can be made for them to go to Guardians
- The Medical Department will be expanded to include extra rooms in the boarding house and boarders will be moved as needed
- Extra medical cover will be provided where possible
- The importance of hygiene will be stressed again with girls and staff encouraged to wash their hands, using gels, etc.
- Departments will put plans in place to merge classes if staffing levels fell to low
- Departments should make every effort to use the internet and email to keep children who are not at school up to date with their studies
- If the school is forced to close we will make every effort to create an online system of lessons so that students are educated during this time of closure
- Where possible work will be emailed
- Students and staff will be given the opportunity to access online school resources from home.

### Related policies and documents

This policy should be read in conjunction with the following policies and documents:

Employee Handbook  
Staff Handbook  
Code of Conduct for Employees  
Health Safety Handbook  
Boarding Staff Handbook  
National Minimum Standards for Boarding Schools  
ISI Handbook for the Inspection of Schools, Regulatory Requirements  
Teachers' Standards  
Departmental Handbook  
Keeping Children Safe in Education  
Safeguarding Policy  
Medical Policies  
Complaints Policy (Parents)  
Complaints Policy (Pupils)



## MOIRA HOUSE GIRLS SCHOOL FLU PANDEMIC 2018-19

POLICY REVIEWED BY JTA: June 2018

POLICY REVIEWED BY SCHOOL COUNCIL:

NEXT REVIEW: June 2019