

Dear Parents/Guardians,

The Diocese of Wheeling-Charleston is acting with genuine concern to take all necessary preventive measures in view of the potential for an H1N1 (swine flue) pandemic outbreak. All Catholic schools in the Diocese have been given directives regarding these measures and have been advised to follow CDC recommendations and to consult with their county health departments. Additionally, the principals were updated by Mrs. Alma Cunningham, RN, who works with social services in the Diocese and by Mr. Howard Gamble from the Ohio County Health Department.

(School Name), in order to assure the well-being of your children and your families, is providing you with the following recommendations:

- **Begin immediately** to remind children (at all levels) on preventative measures including, but not limited to, frequent hand-washing, the proper use and disposal of tissues, sneezing and coughing into one's sleeve or crook of the arm, minimizing contact, etc.
- **If your child is feeling ill** keep him/her home. If your child arrives at school feeling ill he/she will be sent home.
- **Your child should not return to school** until 24 hours after the fever has broken without the use of fever-reducing medications.
- **If someone in your family** is ill with the flu keep your child/children home.
- **Contact the school** to inform us about absences due to illness in the home.

(School Name) is taking the following steps:

- **We are staying in contact** with the local health department to plan effectively with them for the vaccination of children, and other at risk groups (teachers, pregnant women, those with respiratory issues, etc.) and for other preventative procedures, including school closure if necessary.
- **We are attentively staying up-to-date with** the guidance provided by the Center for Disease Control, our State and County Health Departments, the United States Conference of Catholic Bishops, the United States Department of Education, and the Diocesan Department of Catholic Schools.
- **We will provide parents** with current information as provided above and send relevant reminders as flu season approaches.
- **We have already begun** to instruct the students (at all levels) on preventative measures including, but not limited to, hand-washing the proper use and disposal of tissues, sneezing and coughing into one's sleeve or crook of the arm minimizing contact, etc.
- **We have already begun** to implement procedures for using disinfectant wipes for wiping down desks, keyboards, "mice", telephones, light switches, railings, doorknobs, and latches on bathroom stalls, flushers, bathroom fixtures, etc.
- **We have displayed posters** reminding students about hand-washing, etc.

Sincerely,