

METUCHEN BOARD OF EDUCATION

Administrative Offices

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School Staff Fact Sheet: Action Steps for Flu Prevention

Follow these action steps ALL the time to help keep our students and yourself from getting sick with the flu:

- **Educate & encourage students to cover their mouth and nose with a tissue** when they cough or sneeze. **Throw the tissue away and wash hands.** Remind them to cover coughs and sneezes using their elbow instead of their hand when a tissue is not available.
- **Remind students to practice good hand hygiene** and provide time for them to wash their hands as often as necessary. **Use an alcohol based sanitizer if soap and water are not available.**
- **Be a good role model** by practicing good hand hygiene and covering your nose and mouth when coughing or sneezing.
- **Keep watch for students with illness symptoms** and send to school nurse for evaluation. Sick students are to be sent home immediately.
- **Clean surfaces and items** that are more likely to have frequent hand contact such as desks, door knobs, **computer keyboards**, etc. with cleaning agents that are routinely used in these areas. See Facility Manager for approved agents.
- **Staff should also stay home when sick**, at least 24 hours after you are fever-free without fever reducing medication.
- **Speak to your healthcare provider about receiving the seasonal flu and H1N1 flu vaccines.**
- **If you have children, plan ahead for child care** if your child gets sick or their school is dismissed.
- **Develop options for students' school work to be continued at home.**
- **Find ways to increase social distances** (space between persons) in your classroom, such as desk spacing and postponing class trips.

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For more information:

www.cdc.gov/swineflu

www.flu.gov

www.nj.gov/health/flu/

1-800-CDC-INFO (232-4636)

www.nj.gov/health

www.metuchenschools.org

RECOMMENDED: We strongly recommend everyone receive the seasonal flu vaccine. As with any vaccine, speak to your healthcare provider about your own health status flu vaccine recommendations.

It is expected that H1N1 vaccine will be available with your healthcare provider in October or November 2009. Also speak to your healthcare provider about this vaccine and if recommended for you.