

EOP & H1N1 PLANNING

Carroll Independent School District

Emergency Operations Plan (EOP)



- ❑ Original CISD crisis plan established with assistance from area EMS first responders and staff (1998-99).
- ❑ State mandates EOP/3yr safety audits for each district (2007 – EOP approved by Board annually)
- ❑ State-required safety audits conducted at each CISD campus (spring 2008)
- ❑ Dragon SafetyZone Website launched for staff/parent announcements/resources (fall 2008)
- ❑ FEMA/Dept. Homeland Security School Safety Training (Trainers of Trainers – spring 2009)
- ❑ EOP Compliant/H1N1 Plan Added (summer 2009)

Emergency Operations Plan (EOP)

Assembled in notebooks for ease of use

Provides crisis contacts

Contains 31 incident scenarios

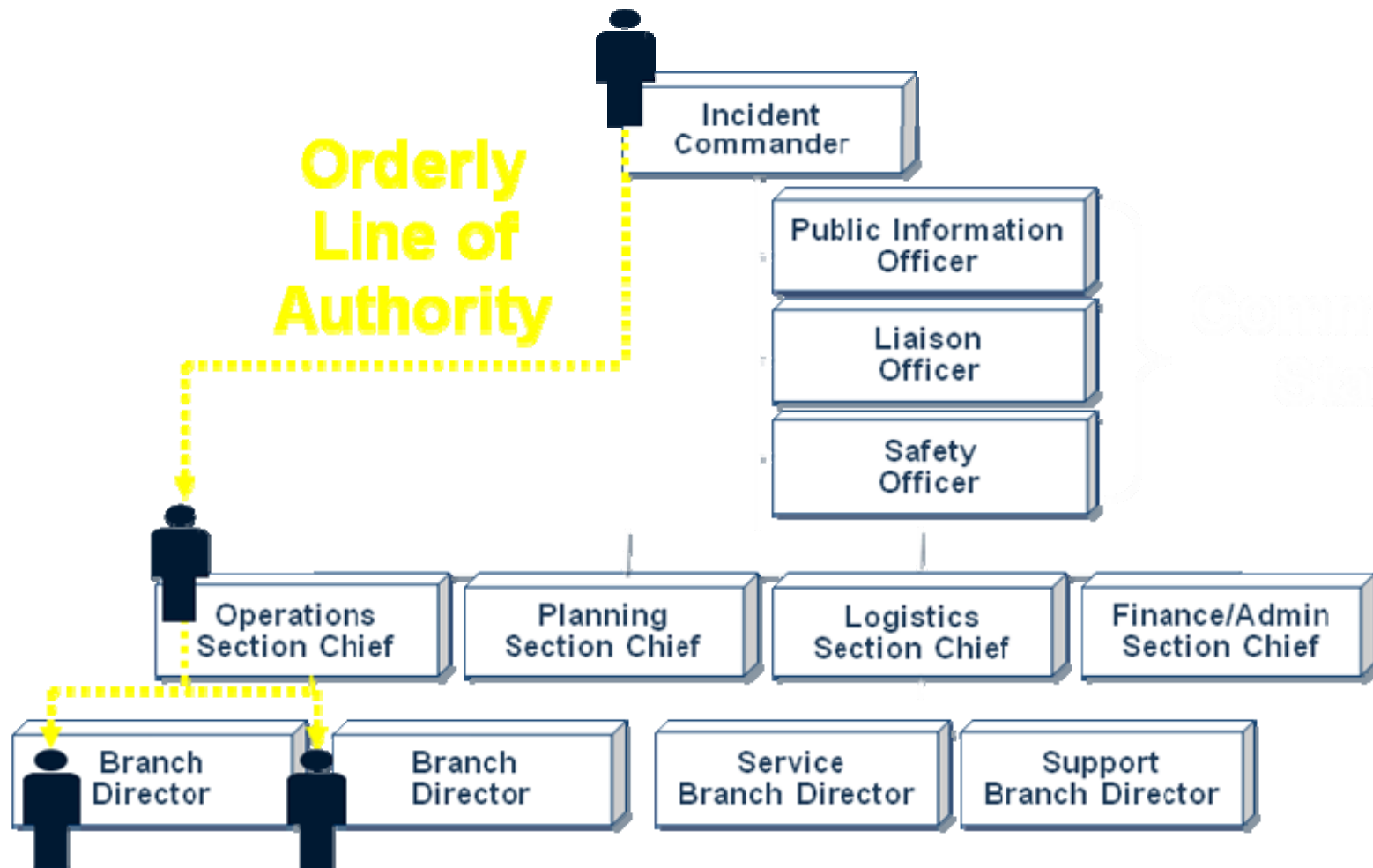
Section M –
Campus Specific

- ❑ Lockdowns & Fire Evacuations
- ❑ Inclement Weather Procedures
- ❑ Bomb Threats
- ❑ Stranger on Campus
- ❑ Bus Accidents
- ❑ Weapons & Vandalism
- ❑ Infectious Disease/Health Emergency
- ❑ Student/Staff Injury or Death

Incident Command System

The Incident Command System is a universal emergency response system standardized across various agencies in an effort to coordinate and improve the government's response to all domestic emergencies.

Incident Command System (ICS)



14. Infectious Disease (H1N1 Flu)

Updating EOP
Plan (Section
14)

Utilizing Dragon
SafetyZone
Web Page

Educating
through Supt.
Letter/CDC Tip
Sheets

Monitoring daily
flu-like absences

- Prevention
- Preparation
- Response
- Recovery



Prevention

- Teach students/staff about hygiene
- Emphasize frequent hand washing
- Provide extra hand sanitizer/tissues
- Distribute flu tip sheets
- Vaccinations

Preparation

- Train staff to identify symptoms
- Identify at-risk students/staff
- Establish alternative clinic staging area
- Maintain substitute list
- Standardize parent letters
- Establish non-punitive policies

Response

- Report/track flu-like absences
- Isolate ill students/staff
- Notify parent for immediate pick-up
- Use pre-identified staging area
- If necessary, institute mandatory recovery policy
- Consider social distancing enforcement

Recovery

- Identify budgetary impact response costs/resources
- Review/consider lost instruction time/needs
- Evaluate response plan effectiveness
- Update/revise plan as needed

CISD Planning



- Updated EOP to include H1N1 Pandemic Response
- Presented updated EOP to Superintendent's Cabinet for review/input
- Sent Superintendent's email/tip sheet to staff
- Sent Superintendent's letter/tip sheet to parents
- Met with nursing staff to establish procedures for clinics and monitoring absences

CISD Planning



Supervisors met with trainers/coaches, custodians, bus drivers to discuss prevention and preparation plans

Met to plan/confer with area school districts (HEB, Keller, Birdville and Grapevine-Colleyville)

Registered school nurses/first responders for H1N1 immunizations

Held joint planning meeting with city staff/EMS

CISD Planning



Assessing product ordering/potential costs associated with H1N1 education/prevention strategies.

Conducted Table Top Training for all Administrators



H1N1 Table Top Training (DLT)

Emergency Management Coordinator Colleen Gilmore conducts an H1N1 flu epidemic table top exercise for members of the District Leadership Team. This is the first of four such table top trainings scheduled for the 2009-2010 school year.

Communications



Update /utilize Dragon SafetyZone

Distribute initial letter/tip sheets from Superintendent

Establish communication with nurses, administrators and departmental supervisors

Coordinate efforts with area school districts/city

Educate/work with media

School Nurses



Monitoring & reporting daily absences

Ordering medical masks for use in clinics

Identifying at-risk students/staff

Coordinating with Tarrant County Health (*Flexer*)

Securing volunteer/substitutes for clinic help

Using signage for cough etiquette/hand washing

Identifying alternate staging area for mass clinic

Maintenance



Participating in departmental meeting(s) and training to discuss appropriate response and train custodial staff on H1N1 /flu

Stepping up cleaning/disinfecting district-wide

Targeting Dawson Middle School for additional cleaning/disinfecting



Athletic Services

Converting to disposable one-use cups for athletic practices/games

Purchasing additional Lysol spray cans for use in athletic facilities/locker rooms

Wiping down weight rooms after use

Investigating cost/use of disposable towels, disinfectant wipes for athletes, air purifiers in locker rooms

Educating athletes about flu prevention techniques

Transportation



Participating in departmental meeting(s) to discuss appropriate response and train drivers

Wiping down seat backs and hand rails with disinfectant after each route (2-3 times per day)

Sending home any employees exhibiting flu-like symptoms (fever 100+)

Cross-training employees for potential absences/reduced availability of drivers

What will it cost?



Cleaning Supplies - sprays, disinfectant wipes, etc.

Disposable Products – hand soap, cups, tissues, towels, etc.

Clinic Needs – Hand sanitizers, medical masks, digital thermometers, etc.

Communication – postage, copy charges, signage, etc.

Personnel – meetings, planning, training, custodial, absenteeism/substitutes, etc.

Stay up-to-date



Dragon SafetyZone