



## Planning for a flu pandemic

In the event of a pandemic, the Local Authorities/Health Protection Agency will communicate information from Central Government to schools and others – all schools, not just maintained schools.

Since schools potentially provide the environment for the spreading of respiratory infections, the Government will advise schools and childcare settings to close to pupils for a period during the pandemic.

The Headmistress will decide, after consultation with the Chairman of Governors, whether to close the School during a pandemic. The School will seek to continue operating as normally as possible during a pandemic. The decision to close the School will depend on Government advice and on levels of staff absence and the consequences of this, as well as any possible disruption resulting from the pandemic's impact on other services.

### **For as long as the School is open during a pandemic:**

1. If a pupil or member of staff has any flu-like symptoms (sudden onset of fever, headache, muscle pains and feeling ill, with or without sore throat, cough or difficulty in breathing), they should not come to school.
2. Any child who is thought to be ill will be kept separate from other pupils (and their contact with staff minimised) until she can be collected by her parents/guardians/nominated person.
3. Any member of staff presenting with symptoms during the day will inform the School Office and return home.
4. In general, the School will seek to minimise the spread of infection with the usual systems – hand-washing, disposal of tissues, regular cleaning of door handles, toilets and washbasins, etc.

### **If the School is closed:**

1. In the event of the School closing, parents will be advised by email and telephone of the decision. They will be told to check the website for further information, such as when the School will re-open.
2. In line with workers in all other sectors, staff should come into School, unless ill or caring for dependents.
3. During any closure, the pupils' education will necessarily be disrupted. Depending on teacher availability, we will endeavour to email or post on the

website details of work that pupils could reasonably do at home in the interim period.

4. The School will re-open as soon as possible after any closure. The decision to re-open will be made by the Headmistress, after consultation with the Chairman of Governors and will be based on Government/Local Authority advice about the pandemic and the availability of staff.

Parents will be informed via the website of the decision to re-open.