

August 2009

Dear Parent/Guardians,

Manville School District is working together with the Manville Health Department to respond to the novel H1N1 flu. Public Health Officials are concerned that the virus will re-emerge this fall, with the potential to cause widespread absenteeism and illness. Our response is in accordance with federal Centers for Disease Control and New Jersey State guidance.

As you may know, flu can be easily spread from person to person. Therefore, we are taking steps to reduce the spread of flu in [School name]. We want to keep the school open to students and functioning in a normal manner during this flu season. **But, we need your help to do this:**

- 1. Do not send children to school if they are sick.** Any children who are determined to be sick while at school will be sent home.
- 2. Keep sick children at home** for at least 24 hours after they no longer have fever or do not have signs of fever, without using fever-reducing drugs. Keeping children with a fever at home will reduce the number of people who may get infected.

You should plan for your child to be out for **3 to 5 days** if they have flu symptoms

**Parents must provide a note** upon their child's return to school, stating:

- Time and date of last fever-reducing medication
- Time and date of last temperature check and temperature recorded
- Students may be asked to check in with the school nurse to verify that they are well enough to be in school

**3. Teach your children to wash their hands** often with soap and water or an alcohol-based hand rub. You can set a good example by doing this yourself.

**4. Teach your children to cover their coughs and sneezes** with tissues. Cover their coughs or sneezes using the elbow, arm or sleeve instead of the hand when a tissue is unavailable.

**5. Teach your children not to share personal items** like drinks, food or unwashed utensils.

**Know the signs and symptoms of the flu.** Symptoms of the flu include fever (100 degrees Fahrenheit, 37.8 degrees Celsius or greater), cough, sore throat, a runny or stuffy nose, body aches, headache, and feeling very tired. Some people may also vomit or have diarrhea.

For more information, visit [www.flu.gov](http://www.flu.gov), or call 1-800-CDC-INFO for the most current information about the flu. For more information about flu in our community and what our school is doing, visit the district website, there is a section entitled Health/Wellness or contact the school nurse. We will notify you of any additional changes to our school's strategy to prevent the spread of flu.

Sincerely,

*Johanna S. Ruberto, Ed.D.*

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Manville Superintendent of Schools

*Steve Krajewski*

Steve Krajewski, Manville Health Officer