

## Infectious Disease Preparedness

### Prevention

For all of us, the first line of defense against the flu or other communicable diseases begins at home. Travelers who have visited *any* infectious disease zones should monitor their health for 10 to 21 days after returning to Addis Ababa. No single action will provide complete protection, but the following steps can help decrease the likelihood of spreading infection:

- wash your hands frequently with soap and water
  - before and after using toilets,
  - before and after eating, etc.
- avoid touching your eyes, nose and mouth.
- cover your nose and mouth when you cough or sneeze. Use tissue or your upper sleeve, not your hands. Wash your hands after or dispose of tissues promptly.
- keep hard surfaces at home (e.g. door handles, countertops) clean using a normal cleaning solution.
- avoid close contact with persons who have flu-like symptoms.
- avoid hand shaking, hugs and other physical greetings.
- do not share utensils, water bottles, food, mobile phones, etc.

The following symptoms are common to flu and many other infectious diseases:

- fever, plus at least cough or sore throat, and
- possibly other symptoms like runny nose, body aches, headaches, chills, fatigue, vomiting and diarrhea.

***We will send anyone home who has a fever or who is exhibiting other signs of illness.***

Anyone with these symptoms should stay home and minimize contact with others. Children can come back to school when they have been without fever or any symptoms for 24 hours (without medicine). Contact your clinic or call our School Nurse if you have any concerns.

For routine health maintenance, please...

- maintain routine immunizations through regular check-ups with your health provider.
- seek advice regarding immunizations from your health care provider before traveling.
- consider periodic tuberculosis assessments for your family and household staff.

### ICS Addis Response in an Infectious Disease Event

ICS maintains a response rubric for managing the school and ensuring the health and safety of everyone, when faced with various levels of a pandemic infectious disease event. It is included on the following pages. A team including school nurses, school leaders and our communications office has reviewed these procedures and precautions. If there is an incident of pandemic disease in Addis Ababa or in our school community, we will be in regular communication with parents, staff and students. We are ready to respond based on the level of need.

ICS Addis Ababa  
 Pandemic Infectious Disease Response Rubric *(updated August 2014)*

Levels are defined by the presence of the following:	Communication	Campus Access	Educational Delivery	Co-Curricular Programs, Events and Trips	Personnel	Emergency Care	School Operations
<b>Level Zero • Normal operating procedures</b> <ul style="list-style-type: none"> <li>School community (employees, students, parents) should monitor family and household staff for symptoms and take temperature if there are any symptoms. If 38°C or greater, do not come to school. Parents should write or call the school for assignments and homework.</li> <li>Consult clinic or physician if symptoms persist.</li> </ul>							
<b>Level One (Low Risk)</b> <input type="checkbox"/> <b>First infectious disease cases reported in country.</b> <ul style="list-style-type: none"> <li>No reported cases in local community.</li> <li>School community requested to monitor family and household staff for symptoms and to take temperature if there are any other symptoms. If 38°C or greater, do not come to school.</li> </ul>	<ul style="list-style-type: none"> <li>Use of periodic e-mail to school community to provide information.</li> <li>Use of weekly newsletter and/or website to provide more extensive information. Primary sources of information: U.S Embassy, host government, WHO, CDC.</li> </ul>	<ul style="list-style-type: none"> <li>Access to campus as per normal school policy.</li> </ul>	<ul style="list-style-type: none"> <li>Regular School program.</li> <li>Daily homework provided by teachers for any student staying at home.</li> </ul>	<ul style="list-style-type: none"> <li>All regularly scheduled activities allowed.</li> <li>Gatherings and assemblies allowed.</li> <li>Field trips allowed, as per normal school policy.</li> </ul>	<ul style="list-style-type: none"> <li>Normal working conditions.</li> <li>All school employees returning from affected areas have their health monitored for 10 days by the School Nurse.</li> </ul>	<ul style="list-style-type: none"> <li>See physician if temperature is 38°C or greater.</li> <li>Consider facilitating vaccinations on campus, encourage hand-washing and healthy living habits.</li> </ul>	<ul style="list-style-type: none"> <li>Normal cleaning and maintenance Daily disinfecting by cleaning personnel.</li> <li>Review food handling and personal hygiene procedures with staff.</li> </ul>
<b>Level Two (Moderate Risk)</b> <input type="checkbox"/> <b>First infectious disease cases reported in the city.</b> <ul style="list-style-type: none"> <li>Increasing number of cases reported in country.</li> <li>School community (employees, students, parents) requested to monitor family and household staff for symptoms and to take temperature daily. If 38°C or greater, do not come to school.</li> </ul>	<ul style="list-style-type: none"> <li>Frequent email updates to school community on status of pandemic flu in country and impact on school program.</li> <li>Updated hospital/clinic directory forwarded to school community.</li> <li>Direct instruction by School Nurse to ensure students and employees understand protocol and proper hygiene.</li> <li>Active surveillance for individuals with flu symptoms by School Nurse with all incidents reported to the school administration.</li> <li>Frequent communication by the School Nurse with embassy, private and governmental health units.</li> </ul>	<ul style="list-style-type: none"> <li>Visitors by appointment only.</li> <li>Anyone who feels ill in the school day reports to School Nurse.</li> <li>Visitors observed by gate security staff for flu symptoms. Visitors with symptoms escorted to School Nurse for additional screening, and cleared before continuing their campus visit.</li> </ul>	<ul style="list-style-type: none"> <li>Regular school program.</li> <li>Daily homework provided by teachers for any student staying at home.</li> </ul>	<ul style="list-style-type: none"> <li>All scheduled co-curricular programs allowed.</li> <li>No visitors from affected areas.</li> <li>All events reviewed by the school administration in consultation with the School Nurse.</li> <li>Trips not allowed to affected areas.</li> </ul>	<ul style="list-style-type: none"> <li>Normal working conditions.</li> <li>All faculty and staff report to work after assessing temperature at home.</li> </ul>	<ul style="list-style-type: none"> <li>School Nurse will determine whether individual who has recovered from illness may return to school.</li> <li>If temperature is 38°C or greater, individual must leave the campus immediately.</li> </ul>	<ul style="list-style-type: none"> <li>Continual disinfecting of hard surfaces throughout the day.</li> <li>Full hard surface disinfection weekly.</li> </ul>

*Continued on the following page...*

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Levels are defined by the presence of the following:	Communication	Campus Access	Educational Delivery	Co-Curricular Programs, Events and Trips	Personnel	Emergency Care	School Operations
<p><b>Level Three (Medium Risk)</b>  <b>First infectious case reported in the school community.</b></p> <ul style="list-style-type: none"> <li>Increased spread of pandemic flu in city with transfer in public places.</li> <li>Take temperature twice daily. If 38C or greater, do not come to school.</li> </ul>	<ul style="list-style-type: none"> <li>Frequent (several times per week) updates to the school community.</li> <li>Daily classroom updates by School Nurse and/or classroom teacher to explain situation and to emphasize proper hygiene.</li> <li>Continued surveillance along with daily communication by the School Nurse with embassy, private and governmental health units.</li> </ul>	<ul style="list-style-type: none"> <li>Anyone with temperature of 38°C or greater is barred from campus.</li> <li>No non-school community visitors.</li> <li>Visitors by appointment only and escorted to School Nurse for temperature and symptom screening, and cleared before continuing their campus visit.</li> </ul>	<ul style="list-style-type: none"> <li>Regular school program adapted-minimal student to student contact.</li> <li>Assignments and coursework provided by teacher for any student staying at home.</li> <li>All students exit campus by 3:30.</li> <li>Teachers prepare for on-line education provision.</li> </ul>	<ul style="list-style-type: none"> <li>Co- curricular programs suspended.</li> <li>Large gatherings or assemblies not allowed.</li> <li>All special events, field trips, travel etc. discontinued.</li> <li>No large faculty or staff gatherings.</li> </ul>	<ul style="list-style-type: none"> <li>All faculty and staff report to work only after assessing temperature at home.</li> <li>School administration evaluates the ability of the school to maintain operations given the levels of employee illness and absence.</li> <li>Essential personnel lists are verified.</li> </ul>	<ul style="list-style-type: none"> <li>An individual who has recovered from illness may return to school after providing a medical certificate to the nurse.</li> <li>If temperature is 38°C or greater, individual must leave the campus immediately.</li> <li>Use hospitals or clinics best suited for disease prevention and containment.</li> </ul>	<ul style="list-style-type: none"> <li>Limited on site food services provided.</li> <li>Food service staff wears gloves and masks. Showers required prior to start of shift.</li> <li>Disinfecting of hard surfaces throughout the day.</li> <li>Full hard surface disinfection twice weekly.</li> </ul>
<p><b>Level Four (High Risk) • Spread of infectious disease within the school community.</b></p> <ul style="list-style-type: none"> <li>School Director directs the school to be closed for limited duration (up to one week).</li> <li>School Board approves closure of the school for an unlimited duration.</li> <li>Government directs school to close.</li> </ul>	<ul style="list-style-type: none"> <li>Frequent (several times per week) email updates to the school community.</li> <li>Current school status posted on the school website.</li> </ul>	<ul style="list-style-type: none"> <li>No classes held on campus.</li> <li>School facility closed to all but essential personnel for indeterminate period of time.</li> <li>School quarantine, no visitors.</li> </ul>	<ul style="list-style-type: none"> <li>No classes held on campus.</li> <li>On-line instruction will be provided.</li> <li>Missed days may be made up on weekends and/or holidays and/or additional days added at the end of the school year.</li> <li>IB exam classes may be conducted on line or at alternate sites should conditions permit.</li> </ul>	<ul style="list-style-type: none"> <li>Not applicable – school closed.</li> </ul>	<ul style="list-style-type: none"> <li>School administration evaluates the ability of the school to reopen and to schedule any necessary ‘make-up’ days.</li> <li>School administration evaluates the need for applying for insurance and determines issues regarding salary, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Not applicable – school closed.</li> <li>Use hospitals or clinics best suited for disease prevention and containment.</li> </ul>	<ul style="list-style-type: none"> <li>Essential technical services continue.</li> <li>Only necessary cleaning and maintenance.</li> <li>School-wide cleaning and disinfecting prior to reopening the campus, if needed.</li> </ul>