

# MEMORANDUM

**Date:** April 30, 2009

**To:** Principals, Teachers, Support Staff, Students and Parents

**From:** Sr. Catherine Kamphaus, Superintendent,  
Sr. Genevra Rolf, Associate Superintendent

**Re:** Swine Flu Protocol

The Catholic Schools, Diocese of Salt Lake City, have adapted the guidelines set forth by the CDC (Center for Disease Control) in response to the possible outbreak of Swine Flu.

The guidelines as of April 30, 2009 state:

- Stay informed. The CDC website will be updated regularly as information becomes available.
- Influenza is thought to spread mainly person-to-person through coughing or sneezing of infected people.
- Take everyday actions to stay healthy.
  - Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
  - Wash your hands often with soap and water, especially after you cough or sneeze. Alcohol-based hands cleaners are also effective.
  - Avoid touching your eyes, nose or mouth. Germs spread that way.
  - Stay home if you get sick. CDC recommends that you stay home from work or school and limit contact with others to keep from infecting them.
- Follow public health advice regarding school closures, avoiding crowds and other social distancing measures.
- Develop a family emergency plan as a precaution. This should include making alternate arrangements for child care in case of school closure or illness, storing a supply of food, medicines, facemasks, alcohol-based hand rubs and other essential supplies.

In addition, Sr. Catherine reminds principals of Policy 5100, Communicable Disease. This policy calls for action on a case by case basis and communication sent as necessary. The policy also requires that the school report to the Department of Health any communicable diseases which develop.