

| Pandemic Influenza - <u>Recovery</u> Checklist #4 | Lead(s) | (Check & provide date) |
|--|---------|--------------------------|
| <u>Pre-planning for recovery:</u> <input type="checkbox"/> Establish plan to clean and disinfect schools and busses per local and state health authority guidance. <input type="checkbox"/> Provide training for school staff regarding grief and possible health problems. | | <input type="checkbox"/> |
| <input type="checkbox"/> Mobilize the Crisis Recovery Team that provides emotional-psychological support. <input type="checkbox"/> If there is a loss of life in the school community, establish location site for counseling services to be provided. | | <input type="checkbox"/> |
| <input type="checkbox"/> Hold faculty/staff meetings and provide information on extent of pandemic flu in the community and activities that may assist students; signs and symptoms, etc. | | <input type="checkbox"/> |
| <input type="checkbox"/> Promote counseling support services available to <u>faculty and staff</u> <input type="checkbox"/> Promote counseling support services that are available to <u>students</u> . | | <input type="checkbox"/> |
| <input type="checkbox"/> Provide rest places for those who tire easily. | | <input type="checkbox"/> |
| <input type="checkbox"/> Send re-opening letter home to families, post on website and in local newspaper, and advise via AlertNow message. | | <input type="checkbox"/> |
| <input type="checkbox"/> Make educational materials available to <u>families</u> on topics such as how to support your student with their recovery from pandemic flu, common symptoms of loss and grief, and constructive ways to cope with stress. <input type="checkbox"/> Make educational materials available to <u>staff</u> on topics such as recovering from the flu, and common symptoms and constructive ways to cope with stress. | | <input type="checkbox"/> |
| <input type="checkbox"/> Strengthen relationships with Employee Assistance Programs. | | <input type="checkbox"/> |
| <input type="checkbox"/> Identify students, families and staff who may need long-term physical and mental health support or intervention and develop the school and community resources to provide these services. | | <input type="checkbox"/> |
| <input type="checkbox"/> Modify work roles and responsibilities or add volunteer or support staff as needed. | | <input type="checkbox"/> |
| <input type="checkbox"/> Consider offering school-based health and mental health services if available by community, university, or public/non-profit mental health agencies and identify funding to support these services. | | <input type="checkbox"/> |
| <input type="checkbox"/> Keep key response partners informed through briefings, emails, Superintendent's column in local newspaper and websites. | | <input type="checkbox"/> |
| <input type="checkbox"/> Conduct debriefings with Crisis Recovery Team. <input type="checkbox"/> Assess if Crisis Recovery Team needs additional training, as needs arise. | | <input type="checkbox"/> |
| <input type="checkbox"/> Document "lessons learned" and incorporate them into revisions, exercises, and trainings. | | <input type="checkbox"/> |
| Notes: | | |