



## HEALTH SERVICES DEPARTMENT

5735 47th Avenue • Sacramento, CA 95824

*Jorge A. Aguilar, Superintendent*

*Victoria Flores, Director III, Student Support and Health Services*

### **MEMORANDUM**

DATE: February 28, 2020  
TO: All Principals and Office Managers  
FROM: Victoria Flores,  
Director III, Student Support and Health Services

**SUBJECT: Updated – COVID-19 Guidance & Letter**

Attached is a new letter from Sacramento County Public Health providing 2019 Novel Coronavirus Guidance for Families. Please distribute this memo and related resources to appropriate staff.

This letter includes updated guidance for students and school staff with recent travel:

“Individuals with recent travel from areas with widespread or sustained community transmission should be alert for respiratory symptoms such as cough, shortness of breath, and fever. If they become symptomatic, these individuals should not report to work or school and should contact their medical provider to report their symptoms and travel history. As of **February 26, 2020**, the CDC has identified the affected geographic areas as **China, Iran, Italy, Japan, and South Korea.**”

If a family or staff reports they’ve recently returned from any of these countries, contact Health Services immediately so that we can coordinate with Sacramento County Public Health to determine next steps.

As is SCUSD’s standard practice, continue to notify Health Services (using the contact list below) when your school encounters a large number of absences reporting consistent symptoms on the same day (25% or more of a specific classroom or 10% or more of the entire school)

Contact Health Services in the order listed below:

1. Health Services Main Line – (916) 643-9412
2. Rebecca Wall, Health Services Technician (916) 643-7963
3. Victoria Flores – Director III, Student Support & Health Services
  - Desk: (916) 643-9144
  - Cell: (916) 752-3643
4. Paula Kuhlman, Lead School Nurse
  - Desk: (916) 643-9150
  - Cell: (916) 320-1538

We advise school staff to take the following steps during the cold/flu season and as this situation evolves:

- Everyone is encouraged to follow common-sense precautions, such as simple hand-washing, to prevent the spread of infectious diseases; a comprehensive list of suggestions is included in the County’s statement. Also see attached CDC Handwashing Guides (English/Spanish).
- School staff provide classroom lessons on handwashing and proper coughing/sneezing etiquette.

- Send home any students or staff who have a fever of 100 degrees or above and/or are experiencing gastrointestinal symptoms, such as vomiting or diarrhea – remain home for 24 hours after symptoms subside.
  - To reinforce sick students staying home – provide full-credit and extended time for students to complete missed assignments.
- Ensure your school has adequate supplies of handwashing materials, facial tissues, as well as district-approved disinfecting cleaner.
- If possible, provide spatial distance for any sick students or staff until they are able to go home (i.e. nurse/health office).
- Regularly disinfect areas where sick students or staff were present, following established district guidelines.
- Encourage activities and strategies that promote positive coping during times of stress (see attached “Coping with Stress during COVID-19” for adults & children).

Thank you for working to keep our students, families, and community safe and healthy.

Sincerely,



Victoria Flores,  
Director III, Student Support & Health Services

Attachments:

SCPH Letter to Families

<https://dhs.saccounty.net/PUB/Documents/Communicable-Disease-Control/ME-SCPHCOVID19LetterToSchoolFamilies.pdf>

CDC Wash Your Hands (English/Spanish)

[https://www.cdc.gov/handwashing/campaign.html#anchor\\_1569614257](https://www.cdc.gov/handwashing/campaign.html#anchor_1569614257)

WHO – Coping with Stress for Adults & Children

[https://www.who.int/docs/default-source/coronaviruse/coping-with-stress.pdf?sfvrsn=9845bc3a\\_2](https://www.who.int/docs/default-source/coronaviruse/coping-with-stress.pdf?sfvrsn=9845bc3a_2)

[https://www.who.int/docs/default-source/coronaviruse/helping-children-cope-with-stress-print.pdf?sfvrsn=f3a063ff\\_2](https://www.who.int/docs/default-source/coronaviruse/helping-children-cope-with-stress-print.pdf?sfvrsn=f3a063ff_2)



## County of Sacramento

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February 27, 2020

Dear Families:

Sacramento County Public Health is monitoring the global novel coronavirus (COVID-19) outbreak closely and working with our partners at the Centers for Disease Control and Prevention (CDC) and California Department of Public Health (CDPH).

Sacramento County Public Health has coordinated the healthcare of an individual from another county who has tested positive for COVID-19 and is in isolation. The individual has no history of travel to China and no known contact with a confirmed COVID-19 case. The hospital treating this patient has taken a series of precautions to monitor and protect employees who had contact with the patient, which includes home quarantine for some employees. These quarantines apply only to specific employees with documented contact with the patient. They do not apply to the affected employees' families or housemates.

We understand you may have concerns and anxiety about COVID-19, but please be assured that there is no need for alarm or to change daily routines. Students and school staff should go about their daily lives and practice the same precautions you do during cold and flu season:

- Stay home if you have a fever or are feeling sick. Unless sick, students and staff should continue to attend school.
- Cover your nose and mouth with a tissue or your sleeve (not your hands) when sneezing or coughing.
- Wash your hands with soap and water often. Use an alcohol-based hand sanitizer if soap and water are not available.
- Get your flu shot. The flu vaccine won't protect against COVID-19, but it is highly recommended to help keep you healthy.

Some students may come to school wearing face masks. The CDC does not recommend the use of face masks among healthy individuals, however, it is important that anyone wearing a mask be treated with respect and not fear. N95 respirator masks are not designed for and should not be worn by children.

**Students and school staff with recent travel:**

Individuals with recent travel from areas with widespread or sustained community transmission should be alert for respiratory symptoms such as cough, shortness of breath, and fever. If they become symptomatic, these individuals should not report to work or school and should contact their medical provider to report their symptoms and travel history. **As of February 26, 2020, the CDC has identified the affected geographic areas as China, Iran, Italy, Japan, and South Korea.**

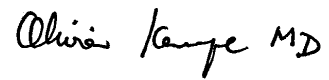
Sacramento County Public Health will continue to provide updates if local conditions change.

To learn more, visit:

[www.cdc.gov/coronavirus/2019-ncov/index.html](http://www.cdc.gov/coronavirus/2019-ncov/index.html) (CDC)

[www.scph.com](http://www.scph.com) (SCPH)

Sincerely,

A handwritten signature in black ink that reads "Olivia Kasirye MD". The signature is written in a cursive, flowing style.

Olivia Kasirye, MD, MS  
Public Health Officer

# Stop Germs! Wash Your Hands.

## When?

- After using the bathroom
- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage



## How?



**Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



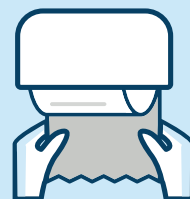
**Lather** your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.



**Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.



**Rinse** hands well under clean, running water.



**Dry** hands using a clean towel or air dry them.

**Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.**

LIFE IS BETTER WITH

**CLEAN HANDS**



[www.cdc.gov/handwashing](http://www.cdc.gov/handwashing)

This material was developed by CDC. The Life is Better with Clean Hands Campaign is made possible by a partnership between the CDC Foundation, GOJO, and Staples. HHS/CDC does not endorse commercial products, services, or companies.



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# ¡Detenga los microbios! Lávese las manos

## ¿CUÁNDO?

- Después de ir al baño.
- Antes, durante y después de preparar alimentos.
- Antes de comer.
- Antes y después de cuidar a alguien que tenga vómitos o diarrea.
- Antes y después de tratar cortaduras o heridas.
- Después de cambiarle los pañales a un niño o limpiarlo después de que haya ido al baño.
- Después de sonarse la nariz, toser o estornudar.
- Después de tocar animales, sus alimentos o sus excrementos.
- Después de manipular alimentos o golosinas para mascotas.
- Después de tocar la basura.



## ¿CÓMO?



**Mójese** las manos con agua corriente limpia (tibia o fría), cierre el grifo y enjabónese las manos.



**Frótese** las manos con el jabón hasta que haga espuma. Asegúrese de frotarse la espuma por el dorso de las manos, entre los dedos y debajo de las uñas.



**Restriéguese** las manos durante al menos 20 segundos. ¿Necesita algo para medir el tiempo? Tararee dos veces la canción de “Feliz cumpleaños” de principio a fin.



**Enjuáguese** bien las manos con agua corriente limpia.



**Séquese** Séquese las manos con una toalla limpia o al aire.

**Mantener las manos limpias es una de las cosas más importantes que podemos hacer para detener la propagación de microbios y mantenernos sanos.**

LA VIDA ES MEJOR CON LAS

**MANOS LIMPIAS**



[www.cdc.gov/lavadodemanos](http://www.cdc.gov/lavadodemanos)

Este material fue elaborado por los CDC. La campaña La Vida es Mejor con las Manos Limpias es posible gracias a una asociación entre la Fundación de los CDC, GOJO y Staples. El HHS y los CDC no respaldan productos, servicios ni empresas comerciales.



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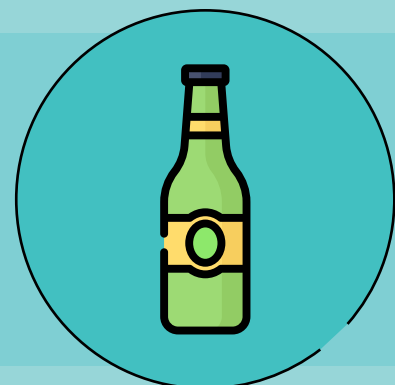
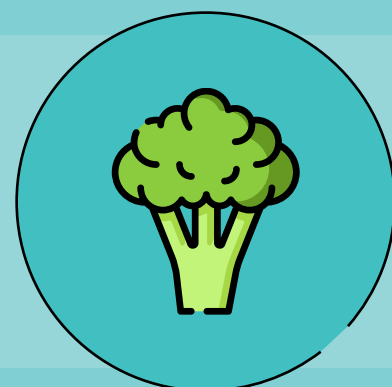
# Coping with stress during the 2019-nCoV outbreak



It is normal to feel sad, stressed, confused, scared or angry during a crisis.

Talking to people you trust can help. Contact your friends and family.

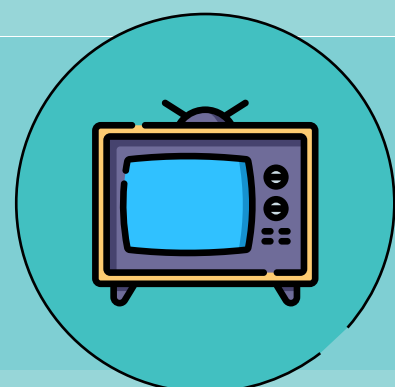
If you must stay at home, maintain a healthy lifestyle - including proper diet, sleep, exercise and social contacts with loved ones at home and by email and phone with other family and friends.



Don't use smoking, alcohol or other drugs to deal with your emotions.

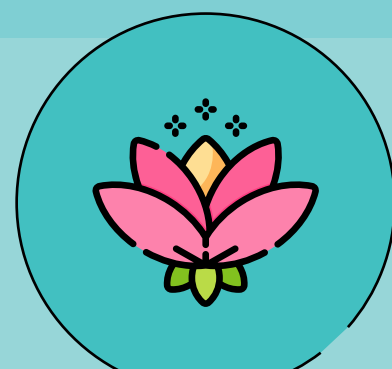
If you feel overwhelmed, talk to a health worker or counsellor. Have a plan, where to go to and how to seek help for physical and mental health needs if required.

Get the facts. Gather information that will help you accurately determine your risk so that you can take reasonable precautions. Find a credible source you can trust such as WHO website or, a local or state public health agency.



Limit worry and agitation by lessening the time you and your family spend watching or listening to media coverage that you perceive as upsetting.

Draw on skills you have used in the past that have helped you to manage previous life's adversities and use those skills to help you manage your emotions during the challenging time of this outbreak.



# Helping children cope with stress during the 2019-nCoV outbreak



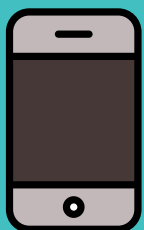
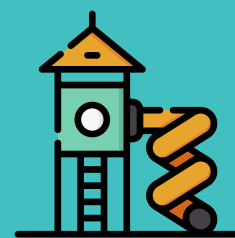
Children may respond to stress in different ways such as being more clingy, anxious, withdrawing, angry or agitated, bedwetting etc.

Respond to your child's reactions in a supportive way, listen to their concerns and give them extra love and attention.

Children need adults' love and attention during difficult times. Give them extra time and attention.

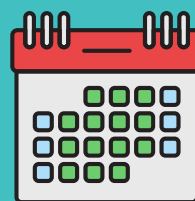
Remember to listen to your children, speak kindly and reassure them.

If possible, make opportunities for the child to play and relax.



Try and keep children close to their parents and family and avoid separating children and their caregivers to the extent possible. If separation occurs (e.g. hospitalization) ensure regular contact (e.g. via phone) and re-assurance.

Keep to regular routines and schedules as much as possible, or help create new ones in a new environment, including school/learning as well as time for safely playing and relaxing.



Provide facts about what has happened, explain what is going on now and give them clear information about how to reduce their risk of being infected by the disease in words that they can understand depending on their age.

This also includes providing information about what could happen in a re-assuring way (e.g. a family member and/or the child may start not feeling well and may have to go to the hospital for some time so doctors can help them feel better).