

September 25, 2009

Dear Pikes Peak BOCES Employees:

With the recent out break of H1N1, colds and coughs please use your discretion but do not come to work when you are not feeling well. In the past we have had the “tough it out” attitude and either go to work or stay if we do not feel well. With the H1N1 threat being a pandemic event we need to change our thinking. As a result, Pikes Peak BOCES recommends we pay attention to the following:

- Signs of flu: fever 100 or higher, sore throat, cough/congestion, body aches, runny nose, or chills. (Fever is a key symptom. H1N1 has the same symptoms as seasonal flu.)
- If a student or staff member has fever and symptoms at school they should go to the office, be isolated from others and sent home as soon as possible.
- Stay home until fever-free for 24 hours without fever medication.
- Suggest they call their doctor for evaluation/testing. (There is a test for H1N1 to verify its presence.)

Please follow these steps this fall and winter to protect yourself, your family and the community:

▪ **Make sure your family receives the seasonal flu and H1N1 vaccine** when they become available. Seasonal flu vaccine will likely not provide protection against H1N1 flu, but it’s important to be protected if exposed to H1N1 flu. Pikes Peak BOCES will have flu shots at the School of Excellence on October 22 starting at 3:00 p.m. All employees are encouraged to have the vaccines; Pikes Peak BOCES will pay for the employee to have the flu vaccine and the H1N1. Family members may also have the vaccine here at a cost of:

Flu Vaccine	\$25.00
H1N1 Vaccine	\$15.00
Pneumonia	\$40.00

Please sign up with Brenda Shafer at 622-2089.

- **Wash your hands properly and often**, and ensure that your children do too. Wash with warm water and soap at least 20 seconds and/or use hand sanitizer that contains at least 60 percent alcohol.
- **Model coughing or sneezing** into elbows or tissues for your children—not into your hands. Teach children not to touch their eyes, noses, and mouth to prevent spread of germs. Wash hands after coughing or sneezing.
- **Ask child care providers** and others around your family to get flu shots.
- **Prepare medicine and food supplies**, along with books, games, and other materials so it’s easier for you and/or your children to stay home when sick.
- **Visit the Health Department’s website**, [www.elpasocountyhealth.org](http://www.elpasocountyhealth.org), for updates, instruction, and guidance on how to care for a sick person at home and other topics.