



Preparing Today's Learner for Tomorrow

Administrative Procedure 4120

Pandemic Plan

Board Governance Policy Cross Reference: [1, 12, 13](#)

Administrative Procedures Cross Reference:

[Communicable Diseases](#)

Form Cross Reference:

Legal/Regulatory Reference:

The Interlake School Division (ISD) strives to ensure safe environments for children that attend schools in the Division. The Division adheres to the requirements of [The Public Health Act](#) and [The Public Schools Act](#) as it applies to communicable diseases.

In the event of an outbreak, ISD will activate a Pandemic Planning Committee comprising of:

- The Superintendent/CEO
- Assistant Superintendent
- The Secretary-Treasurer
- Student Services Administrator
- IT Manager
- Safety Advisor
- Maintenance Supervisor
- Transportation Supervisor
- School Principal representative

The mandate of the committee is to continue to operate during a pandemic, and to:

- Provide a safe environment for students and staff (before, during and after a pandemic).
- Remain operational and maintain instruction and services.
- Ensure essential services continue during a pandemic (i.e. supervision, curricular requirements, building security).
- Communicate accurately and in a timely manner with staff, student and families regarding operation before, during and after a pandemic.

- Track and monitor the activities and additional costs of responding to the pandemic.

The Pandemic Planning Committee will be activated on an as needed basis when there is the threat of a possible pandemic. The following information and sources will be used by the committee:

- Manitoba Health publication entitled [Pandemic Influenza – Preparedness Guidelines for Manitoba School Divisions and Schools \(K-12\), October 2007.](#)
- Interlake Eastern Regional Health Authority