



23 June 2009

Dear Parents/Guardians

**PRECAUTIONARY MEASURES TO REDUCE THE RISK OF INFLUENZA A  
(H1N1-2009) INFECTION IN SCHOOL FOR TERM 3, WEEK 1**

**Leave of Absence (LOA)**

1. As part of measures to reduce the risk of Influenza A (H1N1) among students when school reopens on 29 June, the Ministry of Education (MOE) will issue Leave of Absence (LOA) to all school staff and students returning from affected countries\* on and after 22 Jun, so that they do not attend school activities for seven calendar days upon their return to Singapore. This will reduce the risk of H1N1 spreading within the school community and in Singapore when school reopens. Please be assured that alternative arrangements for your son's learning will be made by teachers should he be requested to go on LOA.

**Precautionary measures in School**

2. In addition to LOA for affected students, we will also implement other precautionary measures. We will set up stations at our school gate to screen students and staff when they come to school. We will request those who have returned from an affected country on or after 22 Jun, but have somehow missed the earlier notification, that they are on LOA and should go home. Those who are unwell will also be asked to go home. We will also institute twice-daily temperature taking, and closely monitor our students. In addition, school assemblies will be suspended and CCAs scaled down during the first week after school reopens in order to minimize congregation of school staff and students. There will also be tighter school security. All visitors will be screened for travel history and temperature taking before they can enter our school.

3. The additional measures are part of the precautionary measures that our school has already implemented to prevent the spread of the virus among our staff and students. We will continue to maintain cleanliness of our school premises, remind students of the importance of personal hygiene and monitor students for signs that they may be unwell.

4. For the school's involvement in the Asian Youth Games (AYG 2009) on the 1<sup>st</sup> day of school re-opening, we will be involving only Sec 2 and Sec 3 boys. The Sec 1 boys will now not be involved.

5. We seek your cooperation and understanding in the school's efforts to implement these measures. We seek your full support to keep the school open, and, more importantly, to safeguard the health of our boys. **We appreciate it if you could check that your son is well in the morning before allowing him to come to**

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\* As of 23 Jun: Argentina, Australia, Canada, Chile, Dominican Republic, Japan, Mexico, Panama, Philippines, Spain, Thailand, United Kingdom, USA, Indonesia and Hong Kong SAR.

**school.** In the event that your son registers a fever during his daily temperature check, we appreciate your understanding when we request that you personally bring him home to rest. **Please also encourage your son to practice good personal hygiene at home.** With your support, we hope that every boy can develop such good habits that will last them through life.

### **Submission of Travel Declaration Form**

6. Before the close of Term 2, the school has obtained your son's travel plans for the June holidays. However, as your travel plans might have changed, we request that you re-submit the travel declaration form, which is attached together with this letter, when school re-opens.

7. Please complete the form and submit it to the school by one of the following methods:

- (i) If your son has not been to any of the affected countries, or has returned from affected countries before 22 Jun and is well, please submit the form by hand through your son when he returns to school on Mon 29 Jun; OR
- (ii) If your son is returning/has returned from affected countries on and after 22 Jun, please submit the declaration form by fax/mail/email to the school. Please fax or mail your form to **62533640** or **St. Joseph's Institution, 38 Malcolm Road, Singapore 308274 [Attn: Travel Declaration Form]** respectively. A scanned copy of the form may be emailed to **[anitar@sjj.moe.edu.sg](mailto:anitar@sjj.moe.edu.sg)** with the subject heading, "Travel Declaration Form Submission".

8. The Influenza A (H1N1) affected countries are those considered by the World Health Organisation (WHO) as having community spread and/or are known to have exported cases. As of 23 Jun, these countries are Argentina, Australia, Canada, Chile, Dominican Republic, Japan, Mexico, Panama, Philippines, Spain, Thailand, United Kingdom and United States of America, Hong Kong SAR and Indonesia. Please do refer to the MOH website (<http://www.moh.gov.sg>) on Mon 29 Jun for the latest updates.

### **Verbal Confirmation before School Opens**

9. SJI Staff will be calling you with the following questions regarding your son. Please prepare the necessary answers so that the school can take the most appropriate preparatory actions to reduce the risk of Influenza A (H1N1-2009) infection in school.

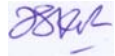
- Have you received the Travel Declaration Form sent by the school?
- Did your son travel out of Singapore during the June holidays?
- Which country did your son visit?
- When did your son travel?
- When did your son arrive back in Singapore?
- Is your son well today?
- Does your son have fever, sore throat, cough, runny nose, headache, etc?

- (If unwell) When did your son start feeling unwell?

10. In addition to the above question, you will also be requested to provide an active email address which we can contact you to update you on new developments when necessary.

11. Our students' safety is of utmost concern to us. MOE is in close consultation with MOH and will activate other appropriate measures should there be a need to. We will continue to keep you updated of new developments.

Sincerely,



Dr Koh Thiam Seng  
Principal