

Insert organization

Logo if available

Template-School Nurse Leader or Individual to Superintendent

Note: Bold content requires personalization

****Keep Chain of command considerations in mind when determining who should receive this communication.**

Superintendent (Or Direct Supervisor) _____ ******

Street Address

City, State Zip Code

Date

Dear _____,

As the **(Name of school system and role – i.e. Director of Health Services or School Nurse at XYZ School)** I urge you to bring school nurse expertise in communicable disease mitigation, preparedness and response to the table our school system makes plans for school re-entry.

(School System Name) School Nurses bring a wide skill set to student health, communicable disease management and pandemic preparedness.

- **(School System Name)** School Nurses are licensed by the **(Name state licensing board)**
- **(School System Name)** School Nurses are uniquely qualified to manage the health and safety of the entire school community¹.
- **(School System Name)** School Nurses coordinate and provide care for students with specialized health care needs. Children with specialized healthcare needs comprise ___% **(Customize for your school system)** of the student population and are at increased risk for COVID-19 complications.
- **(School System Name)** School Nurses are experienced in population-based health, including illness surveillance and contact tracing.
- Consistent guidelines are needed to ensure the health and safety of students, staff, and visitors in school buildings that include:
 - Determination of safe screening procedures if recommended by the CDC.
 - Adequate nurse and support staffing to screen and triage students, staff and visitors with COVID-19 symptoms.
 - Screening procedure guidance for ill and well students/staff.
 - Attendance monitoring to promote safe and timely post-COVID19 return to school/work
 - Management of aerosolized procedures that can increase the risk of COVID-19 spread. This includes students who may require nebulizer treatments for asthma exacerbations, suctioning, etc.
 - Planning for and management of care for suspected COVID-19 cases while protecting the well population from exposure.

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- Isolation of suspected COVID-19 cases that addresses space, ventilation and staffing needs
- Provision of care to students requiring daily nursing intervention to manage chronic disease states while preventing exposure to possible COVID-19 cases.
- Physical distancing, hand & respiratory hygiene, use of face masks
 - How to accomplish this in choir, PE (think about respiratory spray when singing and exercising)
 - Classroom spacing
 - Cafeteria Spacing
 - Minimize student contact during class change
- Resources & budget that address personal protective equipment (PPE), no touch thermometers, increased first aid supplies for dissemination to classroom staff
 - PPE in place before re-opening (**School Nurses - See PPE Usage calculator on NASN Website**)
- Vulnerable population protections for those with underlying health conditions or over 60 years of age
- School workplaces must be subject to the same or similar measures required by other essential **(state name)** businesses.
- Safe school re-opening requires adequate time to ensure processes, protocols and resources are in place before students, staff and visitors return to school buildings.

In service to the students, staff and families of the **(School System Name)**,

(Sign your name here)

Organization Role

Contact Information

¹National Association of School Nurses (2016). The role of the 21st century school nurse (Position Statement). Silver Spring, MD: Author

<https://www.nasn.org/nasn/advocacy/professional-practice-documents/position-statements/ps-role>

Cc**: **Direct Supervisor (If not addressed above)**

Superintendent (If not addressed above)

School Board Members