

## **Preparing to Plan Tool #3: Sample Letter from Health Officer and County Police Chiefs Association Chair**

Dear Superintendent:

The Santa Clara County Public Health Department and the Santa Clara County Police Chiefs Association have identified that, in the event of school closures, there must be on-going educational activities and assignments.

We fully understand this may become a difficult balancing act. With potentially 30 to 40% of the population becoming clinically ill, there will be an impact on most families in terms of those who become ill and those who take on the role of caregivers. This will, of course, include students' families, teachers as well as public safety officers.

Students, however, need sufficient academic activities to keep them busy. There are a number of issues to consider:

- **Academic:** We need to ensure that students do not lose an entire academic year.
- **Public Health:** We need to minimize the potential of bored students re-congregating and accelerating transmission of the influenza virus.
- **Public Safety:** We need to minimize the numbers of bored and roaming students causing problems or engaging in criminal activity.
- **Social Stability:** We need to maintain the normal routine for students in order to provide a stabilizing anchor for children and guarantee the continuity of our social fabric.

Simply stated, we need your help in having a plan in place for continuing educational activities for students in spite of illness and/or school closure. Please meet with your site administrators, teacher leaders and labor associations to prepare for this event.

We appreciate your District's partnership, support and contribution to the community's well-being. Thank you very much.

Sincerely,



Martin Fenstersheib, MD, MPH  
Public Health Officer  
County of Santa Clara



Lynne Johnson  
Chief of Police, Palo Alto  
Chair, Santa Clara County Police Chiefs Association