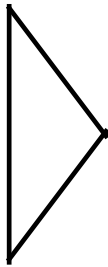


***WEST*** Elizabeth  
***JEFFERSON*** Hills  
Pleasant ***HILLS***



***SCHOOL DISTRICT***

ADMINISTRATION BUILDING  
835 OLD CLAIRTON ROAD  
JEFFERSON HILLS, PA 15025-3131  
PHONE (412) 655-8450  
FAX (412) 655-9544  
www.wjhsd.net

*TERRY A. KINAVEY*  
Superintendent  
*SUZAN PETERSEN*  
Assistant to the Superintendent  
*JOSEPH W. ZUPAN*  
Business Manager/Board Secretary

*Director of Pupil Services/Special Education*  
*HAMSINI RAJGOPAL*  
*Director of Human Resources*

October 8, 2009

Dear Parents,

This letter is to inform you that there has been a student confirmed with a diagnosis of the H1N1 flu virus at Gill Hall Elementary School. The student has been absent from school and despite the confirmed case of H1N1 flu, we believe students can safely attend classes.

For more information about the flu visit [www.cdc.gov](http://www.cdc.gov) or [www.flu.gov](http://www.flu.gov) or call 1-800-CDC-INFO. Flu spreads easily. If you suspect your child is getting the flu, it is important that he/she does not attend school or go anywhere else—such as group childcare, the mall, or sporting events—where other people would be exposed to flu germs. Flu-like symptoms include: fever (over 100 degrees F.), feverishness, cough, sore throat, runny nose, or stuffy nose. Additional symptoms may be experienced with H1N1 flu, including muscle pain, fatigue, and sometimes vomiting or diarrhea.

It is also important to teach your children how to reduce their risk of getting the flu and protect others from infection.

- Teach your children to wash their hands often. Washing with soap and hot water for at least 20 seconds is ideal (that's about as long as it takes to sing the "Happy Birthday" song twice).
- Teach your children the proper use of hand sanitizer. Gels, rubs, and hand wipes all work well, as long as they contain at least 60% alcohol. Hand wipes must be disposed of properly. Always read and follow label instructions when using hand sanitizer.
- Teach your children to keep their hands away from their face and avoid touching their mouth, nose, or eyes.

It is the policy of the School District to provide equal access to its educational and vocational programs, activities, or employment as required by Title IX, Section 5094 and Title VI. For information regarding services, activities, programs, and facilities that are accessible to and usable by handicapped persons or about your rights or grievance procedures, contact the Director of Human Resources at 412-655-8450 x2228.

- Teach your children to cover coughs and sneezes with tissues or by coughing into the inside of their elbow. Cough or sneeze into your sleeve—not your hands!
- Help your children to learn these healthy habits by setting a good example and always doing them yourself.

If we all practice good hygiene in the school district, we believe we can limit the spread of the flu. We also continue to utilize best cleaning practices for infection control in our building.

Thank you for your cooperation in keeping our children and our school healthy.

Sincerely,

*Tina Mayer*

Mrs. Tina Mayer  
Principal