

Message to Sheridan Students

Date: October 26, 2009

Subject: H1N1 Flu Virus – Reporting Absence Procedure for Students

*Sheridan's Pandemic Emergency Response Team has developed a plan to prepare for the possible outbreak of the H1N1 flu virus in our community. To date, H1N1 symptoms in Canada have been similar to those of regular seasonal flu. **Since there is no widely available, accurate test for H1N1 flu, anyone with the following symptoms is considered to have "influenza-like illness":***

- ***sudden onset of fever***
- ***headache***
- ***chills***
- ***muscle aches***
- ***physical exhaustion***
- ***dry cough with subsequent onset of sore throat, stuffy or runny nose and worsening cough***

Cold symptoms, sore throat or cough without fever are NOT considered to be flu.

It is critical that students stay home from school and limit contact with others if they have influenza-like symptoms, in order to prevent the spread of illness. As with other flu strains, treatment is focused on the use of medications to reduce fever and associated symptoms, the intake of fluids, and rest while the immune system fights off the illness. Do not return to school until you are symptom-free and you feel well enough to resume normal activities.

In order to avoid academic penalty, be sure to report your illness to the school by following these two steps:

1. *Report the illness directly to your faculty following the protocol established by them at the start of the school year. Please use your Sheridan email account to ensure that the message is received.*
2. *Complete the Student Absence Reporting Form* located on Sheridan's Student Information Portal, by taking the following steps: Log into [AccessSheridan](#) and follow the **O.A.S.I.S. - Self Service** link. Once inside Self Service follow this path: **Self Service > Campus Personal Information > Report Influenza Absence***

Be sure to fill out all of the fields, and to update the form with your date of return once your illness is over.

If you do not have Internet access, you can report your absence by leaving a voicemail message at the following telephone number: 905-845-9430, ext. 32788.

Please note that Sheridan will NOT require you to provide a doctor's note regarding your illness with influenza-like symptoms.

For more information on the H1N1 flu strain, please visit one of the following public health websites:

Peel Public Health

<http://www.peelregion.ca/health/pandemic/>

Halton Public Health

http://www.halton.ca/health/services/communicable_disease/pandemic_influenza.htm

*Information on this form is being collected a) to ensure that students with influenza-like symptoms or who are caring for immediate family members with influenza-like symptoms are not subject to academic penalty due to their absence, b) to assist the College in making operational decisions, and c) to disclose the information in compelling circumstances that affect the health and safety of others. This information is being collected under the Ontario Colleges of Applied Arts and Technology Act, 2002, the Occupational Health and Safety Act, 1990, and the Occupiers Liability Act, 1990. Questions about this collection may be directed to Susan Atkinson at 905-945-9430, ext. 2096 or susan.atkinson@sheridaninstitute.ca.