



Friday 28<sup>th</sup> February 2020

## Coronavirus – Latest guidance for school

Dear Parent / Carer

As you will be aware from recent national news reports the spread of a new flu like virus (Coronavirus) COVID-19 that originated across China is now spreading to other areas across the world including Europe.

In the interests of Health, Safety & Wellbeing across our Pupils, Families and staff we are issuing this letter in line with current Public Health England and Government guidelines. On that basis we ask that all parents/carers and staff consider their movements in the last 14 days and observe the following information and advice.

### **1 – Self Quarantine**

***If you have returned from these specific areas since 19 February, you should call NHS 111 and stay indoors and avoid contact with other people even if you do not have symptoms:***

- Iran
- specific [lockdown areas in northern Italy](#) as designated by the Government of Italy
- [‘special care zones’ in South Korea](#) as designated by the Government of the Republic of South Korea
- Hubei province (returned in the past 14 days)
- Northern Italy (anywhere north of Pisa, Florence and Rimini)
- Vietnam
- Cambodia
- Laos
- Myanmar
- Tenerife – Hotel H10 Costa Adeje Palace Hotel

**2 – Guidance for Parents, Staff and Pupils if they become unwell and believe they have been exposed to COVID-19 (either through travel to a [specified country or area](#) or contact with a confirmed case)**

**Call NHS 111**, or 999 in an emergency (if they are seriously ill or injured or their life is at risk), and if appropriate, explain which country they have returned from in the last 14 days. You can do this on their behalf if this is easier. People who become unwell should be advised not to go to their GP, pharmacy, urgent care centre or a hospital.

Whilst you wait for advice from NHS 111 or an ambulance to arrive, try to find somewhere safe for the unwell person to sit which is at least 2 metres away from other people. If possible, find a room or area where they can be isolated behind a shut door, such as a staff office or meeting room. If it is possible to open a window, do so for ventilation. They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin. If no bin is available, put the tissue in a bag or pocket for disposing in a bin later. If you don't have any tissues available, they should cough and sneeze into the crook of their elbow. The room will need to be cleaned once they leave.

If they need to go to the bathroom whilst waiting for medical assistance, they should use a separate bathroom if available.

If there is a confirmed case at our Academy, a risk assessment will be undertaken with advice from the local Health Protection Team. In most cases, closure of the Academy will be unnecessary but this will be a local decision based on various factors such as establishment size and pupil mixing.

For further information and advice please use the government website, via the following link.

<https://www.gov.uk/guidance/wuhan-novel-coronavirus-information-for-the-public>

Yours Sincerely,

*G. Horner*

Mrs Gill Horner  
Headteacher

**For a brighter future**