

Advice and Guidance for Parents/Carers regarding Covid – 19 (Coronavirus infection)

SECTIONS A, B and C is repeated information but it is helpful if you only have to consult one document so please now throw Guidance Note 1 away.

A. Infection Control

General infection control practices and good respiratory hand hygiene can help to reduce transmission of all viruses, including Covid - 19. This includes:

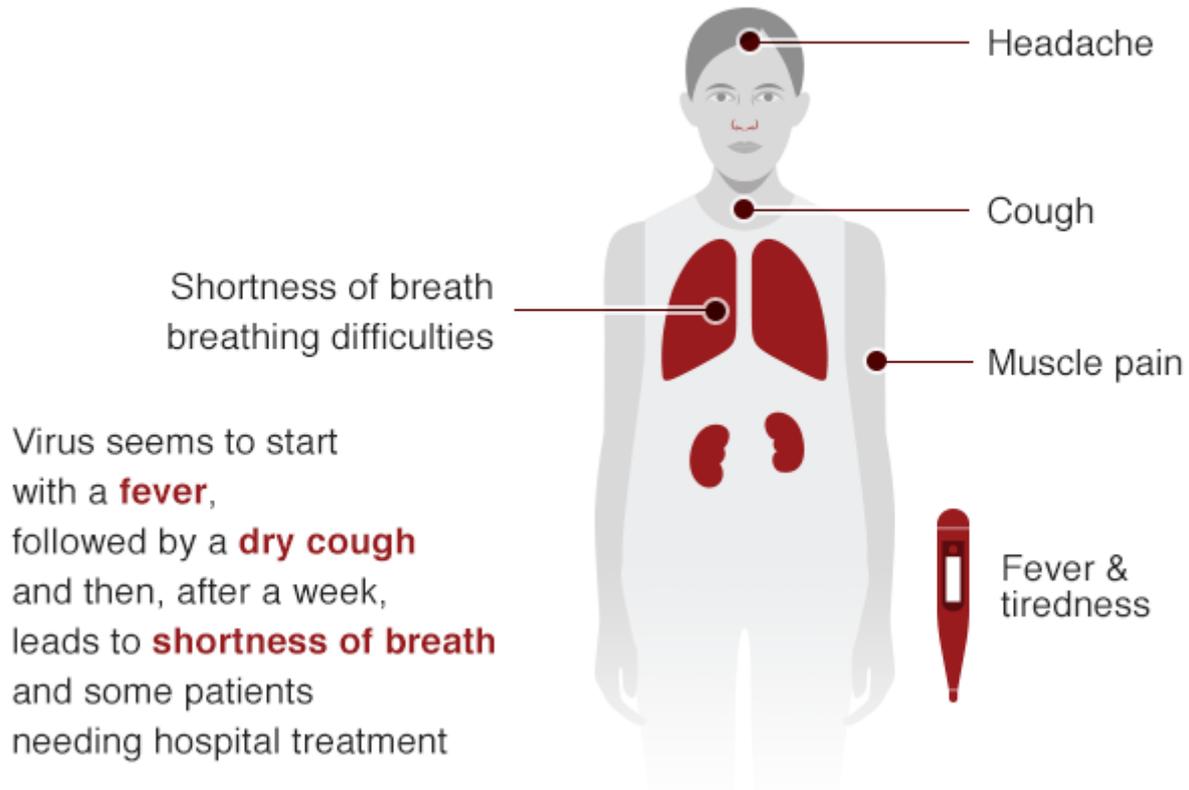
- Covering nose and mouth when coughing or sneezing, using a tissue where possible. Cotton handkerchiefs should not be used or carried.
- Immediately binning tissues after one use
- Maintaining good basic hygiene, for example washing hands frequently with soap and water to reduce the spread of the virus from your hands to face or to other people. In between washing hands use sanitiser gel.
- Avoiding touching eyes, nose and mouth with unwashed hands
- Avoiding close contact with people who are unwell

B. You and Your Health

The symptoms of Covid -19 in people are similar to the symptoms of regular human seasonal influenza infection and include fever, fatigue, coughing and muscle pains.

If you or anyone you live with experience these symptoms do Not send your child to school. Telephone your GP or NHS 111 for advice. Keep the School informed and inform us immediately if anyone tests positive for Covid – 19.

Symptoms of coronavirus (Covid-19)



Source: WHO

BBC

C. Travel from other countries

If any member of your family household have returned from Category 1 specified countries: Wuhan city and Hubei Province (China), Iran, Daegu or Cheongdo (Republic of Korea) or any specified towns in the Lombardy and Veneto regions of Italy in the last 14 days they and ALL family members should self-isolate. Parents/Carers should inform the School if they are in a household which is self-isolating.

If any member of your family household have returned from Category 2 specified countries: Cambodia, China*, Hong Kong, Italy*, Japan, Laos, Macau, Malaysia, Myanmar, Republic of Korea*, Singapore, Taiwan, Thailand and Vietnam in the last 14 days should stay at home if they develop symptoms. Parents/Carers in any household where someone has returned from one of the specified countries should consult a senior member of staff BEFORE sending their child to School.

***See areas in these countries in Category 1.**

D. Visiting the School

With immediate effect the School has increased its infection control measures. These include the screening of children and young people on arrival and the sanitation of items coming into School such as wheelchair handles and other exposed wheelchair parts and students' bags.

Visitors to the School including parents must only attend if they are well, do not have any of the Covid – 19 symptoms (see section B). In addition all visitors are being asked a series of questions to ensure that we don't let anyone beyond the separate reception should they be showing any symptoms or have been in contact with someone who may have suspected Covid – 19 or has recently returned from one of the category 1 countries.

If you do have to visit the School please follow the directions given and on arrival wash your hands. If you develop any symptoms whilst at the School or feel unwell please leave via reception and inform us if you subsequently develop symptoms that could indicate a Covid – 19 infection.

Other Information

A summary of actions taken by the School this week:

We have:

- Set up a team of staff to oversee the School's response to this developing situation.**
- Produced a clear action plan for use with staff containing actions at different levels should the need arise. This was in response to the Government's action plan published on Tuesday.**
- Taken steps to produce a range of communication for parents (Guidance Note 1 was sent out last week- this Guidance Note replaces that one).**
- Set about sourcing additional supplies of wipes, gel and tissues.**
- Increased our emergency catering supplies.**
- Changed domestic staff rotas so that they do not clean unused areas but instead wipe down common areas more frequently.**
- Deep cleaned/disinfected communal areas of the school (this will continue on a weekly basis).**
- Sent all staff information related to good hygiene.**
- Provided alcohol gel to all staff that are 'hands on' with students.**
- Scheduled additional training for staff on Friday 6 March in relation to hygiene and the School's actions.**
- Changed our morning and end of day routines so that students wheelchairs and other equipment is wiped down on arrival/departure.**

- Started monitoring students' health on arrival at School and will take temperatures if we suspect that a child may be unwell.
- Taken steps to prevent visitors from entering the school in line with Public Health England Guidance and established screening questions/procedures for use.
- Reviewed non-essential trips over the coming weeks.

If the situation with the Covid -19 disease changes we have further plans that we will implement but as of now we are following the advice of Public Health England and going beyond that advice in such areas as doing specific monitoring of students' health on arrival at School.

Finally, it is the responsibility of all of us to do everything we can to protect the health of students and staff. Your active co-operation with these guidelines is essential. More information and advice will be provided on a weekly basis or if the situation changes.

Roland Gooding
Principal

6 March 2020

Please retain this guidance note until it is replaced and dispose of Guidance Note 1.