



Diocese of Salisbury  
Academy Trust  
*'Beyond expectations for all of God's children'*

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2<sup>nd</sup> March 2020

Dear Parents and Carers.

### **CORONAVIRUS UPDATE (COVID-19)**

Further to my letter of 4<sup>th</sup> February in relation to Coronavirus, now called COVID-19, I am writing to update you on the latest government guidance, given that things have moved on, and to assure you of the steps we are taking in our schools. Thankfully the number of confirmed cases in the UK is still relatively small but there is certainly a lot of attention in the media and we need to be prepared, whilst remaining calm and continuing with our daily work as much as possible. We recognise the challenges as far as schools having to close is concerned and so our approach is designed to ensure continuity of service wherever possible.

As a Trust we are reminding schools of our business continuity plans, updating our risk register to ensure we are taking latest guidance into account and providing schools with updates, detailed risk assessments and links to government advice and support. We are asking schools to deliver specific lessons to pupils, as they often would anyway, about good hygiene and handwashing etc. Also, to ensure that handwashing facilities are well supplied and maintained.

### **Symptoms**

By way of reminder, the following symptoms may develop in the 14 days after exposure to someone who has COVID-19 infection:

- cough
- difficulty in breathing
- fever/high temperature

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease. There is no evidence that children are more affected than other age groups – very few cases have been reported in children.

### **General Guidelines**

There are general principles anyone can follow to help prevent the spread of respiratory viruses, including:

- washing your hands often - with soap and water, or use alcohol sanitiser if handwashing facilities are not available. This is particularly important after taking public transport
- covering your cough or sneeze with a tissue, then throwing the tissue in a bin. Catch it. Bin it. Kill it.
- people who feel unwell should stay at home and should not attend work or any education or childcare setting
- pupils, students, staff and visitors should wash their hands:
  - before leaving home
  - on arrival at school
  - after using the toilet
  - after breaks and sporting activities
  - before food preparation
  - before eating any food, including snacks
  - before leaving school

- use an alcohol-based hand sanitiser that contains at least 60% alcohol if soap and water are not available
- avoid touching your eyes, nose, and mouth with unwashed hands
- avoid close contact with people who are unwell
- clean and disinfect frequently touched objects and surfaces
- if you are worried about your symptoms or those of a child or colleague, please call NHS 111. Do not go directly to your GP or other healthcare environment

### **Dealing with suspected cases**

According to government and public health advice, if anyone has been in contact with a suspected case in a childcare or educational setting, no restrictions or special control measures are required while laboratory test results for COVID-19 are awaited. There is no need to close the school or send other learners or staff home. As a precautionary measure, the NHS are currently testing a very large number of people who have travelled back from affected countries, the vast majority of whom test negative. Therefore, until the outcome of test results is known there is no action that staff members need to take apart from cleaning specific areas and disposing of waste. Once the results arrive, those who test negative for COVID-19 will be advised individually about return to education.

### **If someone is showing symptoms during the school day**

In this scenario, the school would 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. People who become unwell are advised not to go to their GP, pharmacy, urgent care centre or a hospital. Whilst we wait for advice from NHS 111 or an ambulance to arrive, we would find somewhere safe for the unwell person to sit which is at least 2 metres away from other people and as isolated as possible.

### **If a case is confirmed**

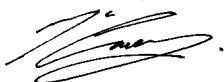
The school will be contacted by the local Public Health England Health Protection Team to discuss the case, identify people who have been in contact with them and advise on any actions or precautions that should be taken. An assessment of each school will be undertaken by the Health Protection Team with relevant staff. Advice on the management of pupils or students and staff will be based on this assessment. The Health Protection Team will also be in contact with the patient directly to advise on isolation and identifying other contacts and will be in touch with any contacts of the patient to provide them with appropriate advice. Advice on cleaning of communal areas such as classrooms, changing rooms and toilets will be given by the Health Protection Team and is outlined later in this document. If there is a confirmed case, a risk assessment will be undertaken by the educational establishment with advice from the local Health Protection Team. In most cases, closure of the childcare or education setting will be unnecessary, but this will be a local decision based on various factors such as establishment size and pupil mixing.

### **People returning from affected areas**

Where we are made aware of any staff, pupils or parents who have returned from affected areas during the time of this virus, we will work with them to follow the approved guidance in terms of self-isolation and seeking the necessary medical support if they are showing symptoms. Where self-isolation occurs, it is then incumbent upon us all to ensure that these children are able to reintegrate into the school community calmly and without stigma once that period has passed.

Thank you for your support in what is a demanding and ever-changing situation for school leaders to deal with. It is vital that we all work together to do whatever we can to maintain your children's education and to ensure everyone's good health. We will keep you updated as and when necessary or you can follow daily government updates at <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>.

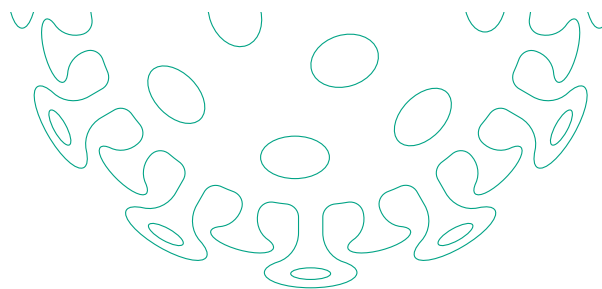
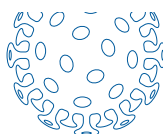
Best wishes,



Mark Lacey, Chief Executive



Public Health  
England



# Advice on the coronavirus for places of education

## How serious is the coronavirus?

- it can cause flu-like symptoms, including fever, cough & difficulty breathing
- the infection is not serious for most people, including children
- there is currently no vaccine
- most people get better with enough rest, water to drink and medicine for pain

## How likely are you to catch the virus?

- you can only catch it if you have been close to a person who has the virus
- the chance of being in contact with the virus is currently low in the UK
- if you have travelled to areas where many people are infected, your chance of catching the virus is higher, i.e. China and any affected areas

## How can you stop coronaviruses spreading?

### If you need to cough or sneeze



Catch it  
with a tissue



Bin it



Kill it  
by washing  
your hands with  
soap & water or  
hand sanitiser

### You should wash hands with soap & water or hand sanitiser



After breaks  
& sport  
activities



Before  
cooking  
& eating



SCHOOL  
ETC.  
On arrival at  
any childcare  
or educational  
setting



After using  
the toilet



Before  
leaving  
home



Try not to touch your  
eyes, nose, and mouth  
with unwashed hands



Do not share items that come  
into contact with your mouth  
such as cups & bottles



If unwell do not share  
items such as bedding,  
dishes, pencils & towels



Stop germs spreading with our e-Bug resources on hand and respiratory hygiene lesson plans for KS1, 2 and 3: [campaignresources.phe.gov.uk/schools](https://campaignresources.phe.gov.uk/schools)

## What should you do if you feel unwell?

Keep away from others and stay at home to stop the infection spreading. Avoid public transport if you think you have symptoms of coronavirus. If you become unwell at a place of education, tell a member of staff and let them know if you have travelled to any other countries in the last 14 days.

If your staff member or parent thinks you have symptoms of coronavirus, they should call **NHS 111** for advice. Follow the UK Government advice for childcare or educational settings [gov.uk/government/publications/guidance-to-educational-settings-about-covid-19](https://gov.uk/government/publications/guidance-to-educational-settings-about-covid-19). Parents can visit **NHS.UK** to find out more information. Teachers and support staff should follow the UK Government advice.

Staff, students and pupils who have returned from Wuhan and Hubei Province in China should self isolate, and NOT attend education or work for 14 days. See **NHS.UK** for advice on coronavirus.

**If there is an emergency, call 999 immediately**



# CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



# BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



# KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.

