



# Hertswood Academy

*Aim High • Achieve Excellence*

The health and wellbeing of the children, families and staff in our care is of paramount importance. As I am sure you are aware; the outbreak of Novel Coronavirus (2019-nCoV) is becoming an increasing public health concern. As with any health concern, we want to ensure we are minimising the impact and reducing the possibility of exposure in appropriate ways within our schools.

We have existing procedures to protect against the spread of any serious disease, and we monitor and follow guidance from Public Health England as well as local health authorities.

Our routine health and hygiene practices provide some of the best defence against the spread of most contagious illnesses and mirror the current guidance available via the link below. In addition to regular and thorough cleaning regimes we ensure that children and staff take important precautions against the spread of germs.

Please continue to practice some of these same steps at home to help prevent the spread of germs:

- Wash hands often with soap and water
- Avoid touching eyes, nose, and mouth with unwashed hands
- Avoid kissing, hugging, and sharing cups or eating utensils with people who are ill
- Disinfect frequently touched surfaces, especially if someone is sick

As an additional precaution we are asking any family or staff member who has plans to travel to or from an area impacted by Coronavirus to please inform the school management team as soon as possible.

**You should also follow Public Health Guidance which currently states that any returning traveller from an affected area should stay indoors and avoid contact with other people and contact NHS 111 to inform them of your recent travel to an affected area. Please refrain from returning to school until the 14 days have passed.**

If you would like to learn more about Novel Coronavirus the following public health websites are regularly updated and provide the latest information:

- Gov.uk - **[Novel coronavirus \(2019-nCoV\): information for the public](#)**

Thank you for working with us to keep our children, families and colleagues healthy and safe.



## FREQUENTLY ASKED QUESTIONS

These Frequently Asked Questions (FAQs) will help you answer some questions that may come about as a result of the 2019 Novel Coronavirus (2019nCoV) outbreak and the guidelines we have established.

### **What is coronavirus and why is it so dangerous?**

- The strain of coronavirus currently in the news and causing such serious health concern is the 2019
- Novel Coronavirus (2019nCoV). This strain spreads easily and can be fatal, most often in the elderly and those with weakened immune systems.
- There are other strains of coronavirus that have different attributes and may not be as dangerous. The 2019 Novel Coronavirus (2019nCoV) is the one we are addressing in this Q&A.

### **What should family members do who travel to areas where the new coronavirus is prevalent?**

- We ask that any family or staff members who have plans to travel to or from an area impacted by the new coronavirus to please inform the school management team as soon as possible
- . If a family member did travel to an impacted area and is feeling ill, they should seek medical care right away and avoid contact with others.

### **Should any precautions be taken for enrolled children or staff who travel to areas where the new coronavirus is prevalent?**

- Public Health have issued the following advice for travellers to affected areas:
  - If you have returned from an affected area in the last 14 days stay indoors and avoid contact with other people as you would with other flu viruses contact NHS 111 to inform them of your recent travel to the area
  - Please follow this advice even if you do not have symptoms of the virus.
  - If you develop a fever, difficulty breathing or a cough, you should continue to follow the advice above. Please do not leave your home until you been given advice by a clinician.
- Children or staff **without** symptoms must not return to the school until the 14 day period since their return from the affected area has passed.
- Children or staff **with** symptoms must not return to the school until they receive medical clearance to return.

### **How do you know if a child, a household member, or staff member has been affected by the new coronavirus?**

- We must depend on all families and staff to help us in protecting the health of all children and staff in our settings by sharing information about their travel plans to any of the new coronavirus impacted destinations with us.
- Also, please share this letter with new families and new employees so they are aware of our expectations
- **If a child, a child's family member, or a staff member had a suspected or confirmed case of the new coronavirus, what steps would be taken? We**



would consult with local NHS Health Protection Team for guidance and recommendations based on the specific facts of any potential case.

## **What is the incubation period for the new coronavirus?**

- Public Health are currently indicating that the incubation period is up to 14 days.

## **When would the affected person be allowed to return to school?**

- As with any communicable disease, the affected person would be allowed to return with proper medical clearance.

## **What should be done if you think someone in the school has the new coronavirus?**

- If you believe that someone may have the new coronavirus (because you have knowledge that this person was in close contact with someone who travelled to an affected area or had close contact with an affected person), and that person is exhibiting symptoms, that individual should be sent home and required to see a Clinician.
- The individual may return with a signed note from the Clinician permitting re-entry.

## **Many people, especially children exhibit the same symptoms of the new coronavirus such as a runny nose and fever. How can you tell the difference?**

- It is true that the symptoms are similar, however, it is not likely that a person has the new coronavirus unless that person has been exposed to the new coronavirus in any way or travelled to an impacted destination. If someone has been exposed to the new coronavirus and is presenting symptoms, the NHS/Health Protection Team will confirm the infection through a lab test taken by their medical team.

## **What can be done to prevent new coronavirus from spreading in the school?**

- The virus is thought to spread mainly via respiratory droplets produced when an infected person coughs or sneezes. As we would for prevention of any communicable diseases and good hygiene generally, we support the following good infection control practices:
  - Frequent hand washing
  - Cover mouth and nose with a tissue before sneezing or coughing or sneeze or cough into sleeve if tissues are not available
  - Teach children to use a tissue before sneezing or coughing or to sneeze or cough into their sleeve if tissues are not available
  - Use disposable gloves for contact with body fluids; wash hands upon removing gloves
  - Avoid sharing eating utensils, cups, etc., until laundered with soap and hot water
  - Frequently disinfect toilets, sinks, and other surfaces with common household cleaners