

February 2020

Dear parent/carer

Coronavirus concerns

You're likely aware of the outbreak of novel coronavirus in China and the subsequent confirmed cases in the UK. At Westfield School take the health and safety of our pupils and staff very seriously, so we're sharing guidance from Public Health England on steps you should be taking.

There's currently no cause for concern at the school, but we'll keep you informed about any developments and ensure we're keeping the school clean to prevent the spread of any virus.

Prevent the spread of infection

Make sure you and your children follow these general principles to prevent spreading any respiratory virus:

- Wash your hands often – with soap and water for at least 20 seconds, or an alcohol-based sanitiser if soap and water aren't available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- If you feel unwell, stay at home and don't attend work or school.
- Cover your cough or sneeze with a tissue, then throw the tissue in a bin.
- Clean and disinfect frequently touched objects and surfaces in the home.
- If you're worried about your symptoms, please call NHS 111 – don't go directly to your GP or other healthcare environment.

If you or your children have returned from anywhere in Hubei province in past 14 days

If you or your children are currently well:

- Stay indoors and avoid contact with other people as you would with flu viruses.
- Call NHS 111 to inform them of your recent travel to the area.
- Your other family members don't need to take any precautions or make any changes to their own activities.

Outstanding Achievement for All

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The Company of
Cutlers in Hallamshire



If you become unwell:

- Please call NHS 111 immediately in order for you to be assessed by an appropriate specialist in hospital, as quickly as possible.
- Follow the home isolation advice sheet

If you or your children have returned from a specified country in last 14 days

- The specified countries are:
- China (other than Hubei)
- Hong Kong
- Japan
- Macau
- Malaysia
- Singapore
- South Korea
- Taiwan
- Thailand

If you or your children are well:

- You don't need to avoid contact with other people.
- Your other family members don't need to take any precautions or make any changes to their own activities.

If you become unwell:

- Stay indoors and avoid contact with other people as you would with other flu viruses
- Follow the home isolation advice sheet
- Call NHS 111 immediately in order for you to be assessed by an appropriate specialist in hospital, as quickly as possible.

Symptoms to look out for

If you've returned from the specified countries or Hubei, look out for the following symptoms:

- Cough
- Difficulty in breathing
- Fever (a temperature of 38 degrees C or higher)

If you have any of these symptoms:

- If it's an emergency, call 999 and tell them which country you have returned from in the past 14 days.
- If you're unwell, but it's not an emergency, call NHS 111 and tell them which country you have returned from in the past 14 days.

While you wait for further advice:

- Avoid contact with others.
- Stay at home – don't go to work or school.
- Don't travel while sick.
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when coughing or sneezing, throwing tissues in the bin.

- Wash your hands often with soap and water for at least 20 seconds (or an alcohol-based sanitiser if soap and water aren't available).

If you or your child have any further concerns or questions, please do not hesitate to contact your GP.

With very best wishes,

Mr J Birkbeck

Head of Westfield School