

# Coronavirus - BSME Protocol

## Step 1 | General guidance

The BSME Executive Committee advises that any individual who is registered to participate in or attend any BSME event that have visited or travelled through China or Hong Kong during the last month are withdrawn from the event, unless they have completed 14 days symptom-free since travelling.

**Any individual presenting symptoms must not attend BSME events under any circumstances.**

BSME strongly recommends that all individuals partaking in any BSME event include antibacterial gel in their packing lists.

BSME would like to remind our members that the suitable insurance to attend any BSME event (e.g. travel, medical) is the participating school's responsibility.

## Coronavirus Information

The Coronavirus outbreak in China and spread thereof is a concern to everyone. Like all such outbreaks, a number of actions can be taken by parents and by schools to help decrease the risk.

Prevention is key, and personal hygiene plays an important role. It is with this in mind that we share the following in order to help reduce the spread of viruses:

- Wash your hands regularly; handwashing is the most important thing you can do to protect yourself.
- Cover your nose and mouth when coughing or sneezing.
- Use a tissue and dispose of this once used in the waste - catch it, bin it, kill it.
- Always wash hands after coughing and sneezing or disposing of tissues.
- Keep your hands away from your mouth, nose and eyes.
- Avoid contact with individuals at risk (e.g. small children or those with underlying or chronic illnesses such as immune suppression or lung disease) until symptoms have resolved.
- Avoid contact with people who have virus symptoms.
- Ask people to use a tissue and cover their nose and mouth when coughing or sneezing and to wash their hands afterwards.

Much of the above is common sense, but it is appropriate at such a time to remind ourselves of how best to minimise the potential spread of infection.

You may find the following links useful:

- [World Health Organization](#).
- [National Health Service](#).
- BBC Radio Programme '[More or Less](#)' focusing on the coronavirus.

## Step 2 | General guidance for our host schools and venues

BSME advises host schools and venues to:

- provide an additional nurse/doctor whose essential focus is to provide health checks and lead case management in the event of any student/adult presenting flu like symptoms;
- provide 24 hour phone access to the designated nurse/doctor for all participating school leads in the event of suspected case;
- ensure access to a quarantine facility at event sites:

- identify a suitable room that can be regarded as a quarantine facility in the event of anyone presenting with symptoms, and equip that facility accordingly.

### Step 3 | Protocol for cancellation of events due to local government directives

In the event of a government directive regarding travel to or from country, or a decision to cancel a scheduled event, the following should be followed:

- Upon receipt of notification, BSME will ratify the content.
- Once ratified, BSME will contact all registered and participating schools to inform them that, due to circumstances beyond BSME's control, the event has been cancelled. BSME will attach a copy of the ratified notification for clarity.
- The Host School will inform all venues and parties involved in the event e.g. venue/catering/transport etc.
- BSME will register a log of times and dates of actions.

### Step 4 | Protocol for treating a suspected case during an event

- Prior to the event, seek medical advice from within the host country regarding their directive regarding a concern about a pupil or attending adult which may or may not be coronavirus.
- Inform all participating schools in advance that:
  - a. Any participant or adult displaying coronavirus-like symptoms during an event will be taken immediately to the medical team on site and then referred to a doctor.
  - b. Event organiser will then, in consultation with the attending medical staff, take a view as to whether or not the event should continue. The timeframe for this should be 'as soon as possible'.

***N.B. We need to avoid scaremongering, but must act with due caution and diligence.***

  - i. It is likely in the event of such a precautionary check that participants and adults at the event will be reluctant to continue and it may well be that the safe and sensible decision would be to postpone the event awaiting confirmation, if it is Day 1 or Day 2 (where applicable), and most likely, that the event should be cancelled immediately. Caution is critical here and if in doubt, act with clarity and in the best interests of all involved.
  - c. If b. above results in a postponement the event organiser should plan a provisional schedule for the remaining days. However, if there is any uncertainty and if the event organiser feels uncomfortable in continuing, the event should be cancelled.
  - d. Keep a log of times/dates of actions for the record and for reflection.

**This policy will be reviewed on a regular basis by the BSME Executive Committee and updated accordingly.**