

We are monitoring the development of the Coronavirus outbreak and associated risk carefully, following guidance from the Foreign and Commonwealth Office (FCO) and Public Health England (PHE), as well as from the Boarding Schools' Association (BSA). We are mindful that the close quarters in which the pupils live within School, both boarders and day pupils, require us to take measures above and beyond what might be considered appropriate in the community at large. Our core responsibility is to heed this advice in order to take every reasonable precaution to protect all our pupils and staff.

We will continue to monitor closely Government advice.

Reducing the probability of the virus entering the School is everybody's responsibility.

The most effective way of reducing infection is to ensure good hygiene control, i.e.

- Regular washing of hands with soap and hot/warm water for a minimum of 20 seconds. For clear advice on how to wash your hands effectively, please refer to this helpful [BBC video](#).
- Carrying a tissue to blow your nose or cough into and then carefully disposing of the tissue, and then washing your hands.
- **All sports fixtures, chapel services, concerts and rehearsals have been cancelled until further notice.**

We also need to limit the risk of infection by doing our best to reduce the risk of exposure to carriers:

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature over 37.8

Under new guidelines staff and pupils who have these symptoms will be asked to stay at home for 14 days. It is also important that if family members of staff or pupils have these symptoms the family self- Isolates. (We would ask that our international pupils are able to go to their guardians; if they are not able to do so, we will isolate them in school).

For most people, coronavirus (COVID-19) will be a mild infection.

Government guidelines have removed the reference to category 1 and 2 countries as the general advice for all replaces this.

Based on the World Health Organization's declaration that this is a public health emergency of international concern, **the UK Chief Medical Officers have raised the risk to the UK from moderate to high**

If a pupils develops a

- new continuous cough and/or
- high temperature over 37.8



The pupil should, be isolated. The adult should leave the room and wash their hands thoroughly, ensuring they have not touched their face. The pupils parents will be contacted to ensure they are collected.

The School will then act on the advice given by NHS with regard to all its staff and pupils.

Action to take if a case of Coronavirus (pupil/staff) is confirmed

The School will be contacted by the local Public Health England Health Protection Team to discuss the case, and to identify people who have been in contact with them and advise on any actions or precautions that should be taken. The School will work closely with PHEPT, but it is likely that for a period of time at least, some parts of the School would be closed whilst a thorough deep clean was carried out.

The definition of a contact includes:

- any pupil, student or staff member in close face-to-face or touching contact including those undertaking small group work (within 2 metres of the case for more than 15 minutes)
- talking with or being coughed on for any length of time while the individual is symptomatic
- anyone who has cleaned up any bodily fluids of the individual
- close friendship groups
- any pupil, student or staff member living in the same household as a confirmed case, or equivalent setting such as a boarding school dormitory

Advice from Public Health England at this time states that outside those that are defined as close contacts, the rest of the School does not need to take any additional precautions or make any changes to their own activities and work as usual, unless they become unwell. If they become unwell, they will be assessed as a suspected case depending on their symptoms.

This advice applies to teaching staff and pupils in the rest of the class who are not in a close friendship group or pupils undertaking small group work.

The decision as to whether pupils, students and staff fall into this contact group or the closer contact group will be made between the Health Protection Team and the School.

Educational provision

Should the School need to close or educate a number of pupils who are self-isolating, it is essential that their academic education continues.

All staff, who are well, are expected to ensure that material for all their sets is available on Microsoft Teams and that they use podcasts or video links as appropriate to help explain new ideas and topics. It is important that staff continue to set and mark work, keeping in touch with the sets they teach. This will of course pose some issues, but it is important that we continue to do our utmost to ensure the educational provision for our pupils is maintained.

Deep cleaning where there were pupils or staff with cases of COVID-19

All surfaces that the suspected case has come into contact with must be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice. (See further sheet)

These include:

- all surfaces and objects which are visibly contaminated with bodily fluids
- all potentially contaminated high-contact areas such as toilets, door handles, telephones

Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with bodily fluids do not need to be specially cleaned and disinfected.

All waste that has been in contact with the individual, including used tissues, and masks if used, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should be put in a safe place and marked for storage until we are instructed how to dispose of the waste by PHEPT.

SJG
17/3/20