

Dear Colleague,

Re: Coronavirus concerns

You're likely aware of the outbreak of novel coronavirus in China and the subsequent confirmed cases in the UK. Here at the Challenge Academy Trust, we 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 in our academies, but we will keep you informed about any developments and ensure we're keeping them clean to prevent the spread of any virus.

Prevent the spread of infection

Make sure you and your immediate family members 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 in accordance with the symptoms below, 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 immediate family members have returned from anywhere in Hubei province in past 14 days

If you or your immediate family members 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

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 immediate family members 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 immediate family members 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 the school office

Yours sincerely

Matthew Grant, CEO