



KINGSDALE 11-19 FOUNDATION SCHOOL

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Headteacher: Mr S. H. Morrison



Co-educational Academy of Advanced, Artistic and Academic Studies

13th March 2020

Dear Parents, Guardians, Carers,

Re: Updated Information & Precautions Relating to novel Coronavirus (Covid-19)

As you may be aware, the UK Government has now moved into the 'delay phase' of its planned response to the spread of novel Coronavirus (Covid-19). As a result of this decision and the updated national guidance, I am writing to you to provide with further information regarding our response and precautions we advise.

Please note that there is currently no cause for concern at the school and we have had no confirmed cases of Coronavirus at Kingsdale. In line with national guidance, Kingsdale School remains open at this time.

Up-to-date information from Public Health England about novel Coronavirus can be located at <https://www.gov.uk/guidance/wuhan-novel-coronavirus-information-for-the-public>. In addition the Department for Education have launched a new helpline to answer queries specifically related to novel Coronavirus and schools which can be accessed by parents, students and staff on 0800 046 8687. Queries can also be emailed via DfE.coronavirushelpline@education.gov.uk

1) Updated Self-Isolation Requirement

Please be informed that the UK Government has advised all individuals who are displaying the following **new** symptoms to self-isolate for a minimum of 7 days:

- A **new** persistent cough **or**
- A **new** high temperature or fever (37.8 degrees or above)

As a result, any student who displays these new symptoms should not attend Kingsdale School and should instead stay at home and self-isolate for no less than 7 days. Where this occurs, the school should be contacted as soon as possible via attendanceoffice@kingsdale.southwark.sch.uk or info@kingsdale.southwark.sch.uk. While the current guidance does not require individuals to self-isolate where they are in a household where another individual is displaying these symptoms and is self-isolating, each case will be dealt with on a case by case basis. In such situations, please contact Mr Samuel, Key Health & Safety Officer, via asl@kingsdale.southwark.sch.uk or info@kingsdale.southwark.sch.uk for further information and advice.

Please be advised that where an individual is displaying the symptoms of novel Coronavirus (Covid-19) as above, the guidance now states that medical assistance is not automatically required, unless in an emergency or symptoms worsen. Instead, NHS online should be contacted by <https://111.nhs.uk/>. Where a household does not have internet access, NHS 111 should be called.



Please note that should a student or a member of their household be diagnosed with a confirmed case of novel Coronavirus (Covid-19), the student must self-isolate and not attend school. The school should be contacted immediately using the contact details on the previous page.

Guidance from Public Health England on how to self-isolate and how & when to obtain further assistance from the NHS is attached to this letter for your information. Further information can be accessed online here <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Where students are required to self-isolate as a result of new symptoms or a confirmed diagnosis of novel Coronavirus (Covid-19) the school will provide school work via our online learning platforms, including ShowMyHomework. Further details will be issued separately as required.

2) School Trips & Precautionary Actions

Please note that in line with revised guidance from the Department for Education, all international school trips must now be cancelled. We apologise for the inconvenience and disappointment this will cause. Information will be issued separately to all parents of children due to attend forthcoming international trips and we continue to work closely with providers and insurers to ascertain the latest situation with regards to future rebooking and/or potential reimbursement. Should you have any queries regarding a specific trip, please contact Mr A. Samuel at the school via asl@kingsdale.southwark.sch.uk

Please be informed that small and medium sized domestic school trips will continue as normal at this time. However, parents are advised that such trips may be postponed or cancelled at short notice.

At this time, as part of our planned precautionary approach, we shall be taking steps to limit situations where larger numbers of students and stakeholders may gather. As a consequence, a decision has been made to cancel all main assemblies until further notice and postpone the next Parents' Forum scheduled to take place on Friday 20th March 2020. This situation will be regularly reviewed and updates issued as appropriate.

3) Identified International Risk Areas

The UK Government has identified a number of countries around the world where the risk of contracting novel Coronavirus (Covid-19) is deemed significantly higher. These are listed below:

Current locations listed as Category 1 (High Risk)

- Wuhan City & Hubei Province in China
- Iran (all areas)
- 'Special Care Zones' in Daegu or Cheongdo in the Republic of Korea
- Italy (all areas)

Current locations listed as Category 2 (High to Medium Risk)

- Cambodia
- China (not Wuhan City or Hubei Province which are Category 1)
- Hong Kong
- Japan
- Laos
- Macau
- Myanmar
- Republic of Korea (not areas identified as Category 1)

- Singapore
- Taiwan
- Thailand
- Vietnam

For the avoidance of doubt, any student who has travelled to any of the **Category 1** locations above within the last 14 days must remain at home and self-isolate. The school must also be notified as soon as possible where students who have travelled to any of these areas within the last 14 days develop a cough, a high temperature or who are short of breath (even if the symptoms are mild). In such cases the NHS should be contacted immediately by calling 111 rather than attending a medical facility.

Where students have been in close contact with family members or others who have returned from any of the Category 1 high risk countries or who are deemed to be in a high risk category, the school must also be informed as soon as possible.

Staff will determine on a case-by-case basis whether it is appropriate for such a student to attend school after considering their individual circumstances and government advice at the time.

Students who have travelled to any of the listed **Category 2** locations within the last 14 days and who develop a cough, a high temperature or who are short of breath (even if the symptoms are mild), must self-isolate and contact the NHS immediately via 111 rather than attending a medical facility. The school must also be informed as soon as possible via attendanceoffice@kingsdale.southwark.sch.uk or the Main School Office via info@kingsdale.southwark.sch.uk. Staff will determine on a case-by-case basis whether it is appropriate for students to return to school after considering their individual circumstances and government advice at the time.

Students who have travelled to any of the Category 2 areas within the last 14 days and who are well should attend school as normal. The school should however be notified via attendanceoffice@kingsdale.southwark.sch.uk or the Main School Office via info@kingsdale.southwark.sch.uk

Where students have been in close contact with family members or others who have returned from any of the Category 2 countries listed above the school must also be informed as described previously as soon as possible.

Further details relating to the current status of defined areas around the world can also be found in the following link be located here

<https://www.gov.uk/government/publications/covid-19-specified-countries-and-areas>

4) Contingency Planning

UK schools currently remain open at the direction of the government and may only close on instruction from Public Health England and/or the Department for Education following identification of a confirmed case or cases amongst the student population. However, we recognise that there is a possibility that at some point in the future, schools may be required to close, either as part of a nationwide response or as a response to a specific case amongst the student/staff community. Please be reassured that the school will continue to monitor the local and national situation carefully and respond to government advice and instructions as and when it changes. Please be informed that contingency arrangements will be put in place at Kingsdale to continue to provide education to our students via our online resources, which

include ShowMyHomework and our student email system. In this event we shall write to parents again with more details.

We would be very grateful if parents could speak to their children at this time to ensure that they have access to these platforms. Please refer any queries about such access to askict@kingsdale.southwark.sch.uk

5) General Advice

The following general common sense advice has been issued to prevent the spread of any respiratory type infections including novel Coronavirus:

- Wash hands often – with soap and water for at least 20 seconds or an alcohol-based sanitiser if soap and water are not available. Please note that hand sanitisers are available throughout the school for use when students are on the school site
- Avoid touching the eyes, nose and mouth with unwashed hands
- Avoid close contact with people who are unwell
- If you feel unwell, stay at home and don't attend work or school for at least 7 days
- 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 are worried about any symptoms, please contact NHS online via <https://111.nhs.uk/> or call NHS 111 – don't go directly to your GP or other healthcare environment

Please note that currently it is not government advice that students should wear gloves or face masks at school. As such the school will consider whether or not it is appropriate on an individual basis subject to receiving a written request in advance from a parent.

Thank you in advance for your support. Should you have any queries relating to the contents of this letter, please do not hesitate to contact me at the school via asl@kingsdale.southwark.sch.uk or via info@kingsdale.southwark.sch.uk

Kind regards,

A Samuel

Andrew Samuel
Key Health & Safety Officer
Kingsdale Foundation School

Stay at home: guidance for people with confirmed or possible coronavirus (COVID-19) infection

Symptoms

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

new continuous cough and/or
high temperature

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

Main messages

- if you have symptoms of coronavirus infection (COVID-19), however mild, do not leave your home for 7 days from when your symptoms started. (See ending isolation section below for more information)
- this action will help protect others in your community while you are infectious
- plan ahead and ask others for help to ensure that you can successfully stay at home
- ask your employer, friends and family to help you get the things you need to stay at home
- stay at least 2 metres (about 3 steps) away from other people in your home if possible
- sleep alone, if possible
- wash your hands regularly for 20 seconds, each time using soap and water, or use hand sanitiser
- stay away from vulnerable individuals, such as the elderly and those with underlying health conditions, as much as possible
- you do not need to call NHS 111 to go into self-isolation. If your symptoms worsen during home isolation or are no better after 7 days, contact NHS 111 online. If you have no internet access, call NHS 111. For a medical emergency dial 999

Who this guidance is for

- This advice is intended for people with symptoms of coronavirus (COVID-19), including those with a diagnosis of coronavirus (COVID-19) infection, who must remain at home until they are well.

Will I be tested if I think I have COVID-19?

- We will not be testing those self-isolating with mild symptoms. The following advice is designed to help people prevent the spread.

Why staying at home is very important

- Staying at home while you have coronavirus (COVID-19) helps to protect your friends, colleagues and the wider community. It will also help to control the spread of the virus.
- We realise that staying at home may be difficult or frustrating, but there are things that you can do to help make it easier. These include:
- plan ahead and think about what you will need to be able to stay at home for the full 7 days
- talk to your employer, friends and family to ask for their help to access the things you will need
- think about and plan how you can get access to food and other supplies such as medications that you will need during this period
- ask friends or family to drop off anything you need or order supplies online. Make sure any deliveries are left outside your home for you to collect
- make sure that you keep in touch with friends and family over the phone or through social media

- think about things you can do during your time at home. People who have successfully completed a period of staying at home have kept themselves busy with activities such as cooking, reading, online learning and watching films
- when you are feeling better, remember that physical exercise can be good for your wellbeing. Look for online classes or courses to help you take light exercise in your home

While you are staying at home, make sure you do the following things:

- Stay at home
- You should remain in your home. Do not go to work, school, or public areas, and do not use public transport or taxis. You cannot go for a walk.
- You will need to ask friends or relatives if you require help with buying groceries, other shopping or picking up medication. Alternatively, you can order medication by phone or online. You can also order your shopping online. Make sure you tell delivery drivers to leave items outside for collection if you order online. The delivery driver should not come into your home.
- At home, try as best you can to separate yourself from the people you live with
- Aim to stay in a well-ventilated room with a window that can be opened. Try to keep the window open as much as possible to enable ventilation and airflow as this will help to keep clean air moving through your room.
- Try to separate yourself from other people in your home and keep the door closed. If you cannot stay in a separate room aim to keep 2 metres (3 steps) away from the other people in your house. This can be particularly difficult for those with small children, people with other caring responsibilities or those living in studio apartments or flats, for example.
- Further advice can be found below. Try to keep yourself separated from other people as much as possible, and make sure everyone regularly follows the steps in this guidance (cleaning your hands, not touching your face and cleaning surfaces for example).
- Use your own toothbrushes, eating and drinking utensils (including cups and glasses in the bathroom and bedroom), dishes, towels, washcloths or bed linen. Do not share food and drinks.
- If you have a garden, it is fine to use it as long as you keep 2 metres away from other members of your household. If possible they should use the outside area separately, if possible.

Use of shared spaces if you live with others

- Minimise the time you spend in shared spaces such as bathrooms, kitchens and sitting rooms as much as possible and keep shared spaces well ventilated.
- Aim to keep 2 metres (3 steps) away from people you live with and sleep in a different bed where possible. If you can, use a separate bathroom from the rest of the household. Make sure you use separate towels from other people in your house, both for drying yourself after bathing or showering and for hand-hygiene purposes. Ask your family or the people you live with to remember to use their own towels.
- If you do share toilet and bathroom, it is important that you clean them after you have used them every time (for example, wiping surfaces you have come into contact with). Another tip is to consider drawing up a rota for bathing, with you using the facilities last, before thoroughly cleaning the bath, sink and toilet yourself.
- If you share a kitchen with others, avoid using it while others are present. Take your meals back to your room to eat. If you have one, use a dishwasher to clean and dry your used crockery and cutlery. If this is not possible, wash them using your usual washing up liquid and warm water and dry them thoroughly, remembering to use a separate tea towel.

- We understand that it will be difficult for some people to separate themselves from others at home. You should do your very best to follow this guidance and everyone in your household should regularly wash their hands, avoid touching their face and clean frequently touched surfaces.

If you live alone with children

- Keep following this advice to the best of your ability, however we are aware that not all these measures will be possible.
- What we have seen so far is that children with COVID-19 appear to be less severely affected. It is nevertheless important to do your best to follow this guidance.
- If a child develops symptoms, they need to stay at home for 7 days from the onset of their symptoms.

If you live with an older, vulnerable or pregnant person

- If you provide care to an elderly, vulnerable or pregnant person, follow this advice to the best of your ability.

Cleaning and disposal of waste

- Use your usual household products, such as detergents and bleach, as these will be very effective at getting rid of the virus on surfaces. Clean frequently touched surfaces.
- Personal waste (such as used tissues) and disposable cleaning cloths can be stored securely within disposable rubbish bags. These bags should be placed into a second bag, tied securely and kept separate from other waste in the room in which you are self-isolating. Keep aside for at least 72 hours before putting into your usual external household waste bin.
- Other household waste can be disposed of as normal.

Laundry

- Do not shake dirty laundry; this minimises the possibility of dispersing virus through the air.
- Wash items as appropriate in accordance with the manufacturer's instructions. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- If you do not have a washing machine, wait a further 72 hours after your 7-day isolation period has ended before taking your laundry to a laundrette.

What you can do to help yourself get better

- Drink water to keep yourself hydrated; you should drink enough during the day so your urine (pee) is a pale clear colour. You can use over-the-counter medications, such as paracetamol, to help with some of your symptoms. Use these according to the instructions on the packet or label and do not exceed the recommended dose.

If you need to seek medical advice

- Seek prompt medical attention if your illness is worsening. If it's not an emergency, contact NHS 111 online.
- If you have no internet access, you should call NHS 111.
- If it is an emergency and you need to call an ambulance, dial 999 and inform the call handler or operator that you have coronavirus (COVID-19).
- All routine medical and dental appointments should usually be cancelled while you are sick and staying at home. If you are concerned or have been asked to attend in person within the period you are home isolating, discuss this with your medical contact first (for example, your GP, local hospital or outpatient service), using the number they have provided. If your concerns are related to COVID-19 contact NHS 111 online.
- If you have no internet access, call NHS 111.

Wash your hands often

- Cleaning your hands frequently throughout the day by washing with soap and water for 20 seconds or using hand sanitiser will help protect you and the people you live with. This step is one of the most effective ways of reducing the risk of infection to you and to other people.
- Cover your coughs and sneezes
- Cover your mouth and nose with disposable tissues when you cough or sneeze.
- If you have a carer, they should use disposable tissues to wipe away any mucus or phlegm after you have sneezed or coughed. The cleaner should then clean their hands. Put tissues into a disposable rubbish bag and immediately wash your hands with soap and water or use a hand sanitiser.

Facemasks

- Facemasks are not recommended as an effective means of preventing the spread of infection. They play an important role in clinical settings, such as hospitals, but there's very little evidence of benefit from their use outside of these settings. However, if you receive external care you may be asked to wear a mask to minimise the risk to your carer.

Do not have visitors in your home

- Do not invite or allow social visitors, such as friends and family, to enter your home. If you want to speak to someone who is not a member of your household, use the phone or social media.

If you have pets in the household

- At present, there is no evidence that companion animals or pets such as dogs and cats, can be infected with coronavirus (COVID-19).

Looking after your wellbeing while staying at home

- We know that staying at home for a prolonged period of time can be difficult, frustrating and lonely for some people and that you may feel low. It's important to remember to take care of your mind as well as your body and to get support if and when you need it. Stay in touch with family and friends over the phone or on social media. There are also sources of support and information that can help.
- <https://www.nhs.uk/oneyou/every-mind-matters/>
- Think about things you can do during your time at home. People who have successfully completed a period of staying at home have kept themselves busy with activities such as cooking, reading, online learning and watching films. If you feel well enough you can take part in light exercise within your home or garden.

Ending self-isolation

- You should remain at home until 7 days after the onset of your symptoms. After 7 days, if you feel better and no longer have a high temperature, you can return to your normal routine. If you have not had any signs of improvement and have not already sought medical advice, contact NHS 111 online. If you have no internet access, call NHS 111.
- Coughing may persist for several weeks in some people, despite the coronavirus infection having cleared. A persistent cough alone does not mean you must continue to self-isolate for more than 7 days.