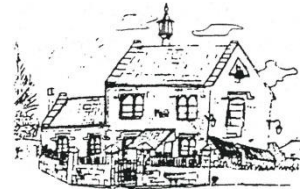




**NORTON SUB HAMDON and WEST CHINNOCK
C of E VC PRIMARY SCHOOL FEDERATION**

**Ms Liz Stiddard & Mr Jamie Caswell
Co-Headteachers**



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2nd March 2020

Dear Parents/Carers,

As a precautionary measure to protect the school community from an outbreak of Coronavirus COVID 19, staff must carry out the below actions in relation to external members of the public coming onto site ensuring we follow good hygiene practices.

External visitors

If we expect a visit from:

- Any visitor
- Contractor
- Prospective family
- Volunteer

i.e politely ask that if anyone meets the conditions set out by Public Health England in relation to recent travel and Coronavirus COVID 19 (see conditions [here](#)) that you do not attend Norton or West Chinnock School to minimise the risk to our community.

Hygiene

Public Health England have issued a helpful poster about Coronavirus in schools which includes useful tips on methods to stop this coronavirus spreading.

How can you stop coronaviruses spreading?

If you need to cough or sneeze

- Catch it with a tissue
- Bin it
- Kill it by washing your hands with soap & water or hand sanitiser

You should wash hands with soap & water or hand sanitiser

- After breaks & sport activities
- Before cooking & eating
- SCHOOL ETC.
- On arrival at any childcare or educational setting
- After using the toilet
- Before leaving home

Try not to touch your eyes, nose, and mouth with unwashed hands

Do not share items that come into contact with your mouth such as cups & bottles

If unwell do not share items such as bedding, dishes, pencils & towels

Stop germs spreading with our e-Bug resources on hand and respiratory hygiene lesson plans for KS1, 2 and 3: campaignresources.phe.gov.uk/schools

Below is information from PHE about the areas you need to be aware of in relation to recent travel.



If you have returned from a town in specific regions of Northern Italy:

Northern Italy **Veneto Region**

Lombardy Region



Make your way to your residence.
Once there, stay indoors and call NHS 111
even if you do not have symptoms

If you have returned from Northern Italy, north of Pisa, and develop a cough, or fever, or shortness of breath

Stay indoors and contact NHS 111



If you have a cough, or fever, or shortness of breath and have been to any of these places in the last 14 days:

- China
- Thailand
- Japan
- Republic of Korea
- Hong Kong
- Taiwan
- Singapore
- Malaysia
- Macau
- Vietnam
- Cambodia
- Laos
- Myanmar
- Northern Italy (north of Pisa)

Stay indoors and call NHS 111

If you have returned from these specific areas:

- Iran
- Specified towns in the Lombardy and Veneto regions in Northern Italy
- Daegu or Cheongdo in South Korea
- Hubei province (returned in the past 14 days)

Make your way to your residence.
Stay indoors and contact NHS 111
even if you do not have symptoms



Visit [NHS.UK](https://www.nhs.uk) for more information

Kind Regards

Mr Jamie Caswell & Ms Liz Stiddard, Co Head teachers



