

## Overview

We continue to monitor the situation regarding Coronavirus (COVID-19) on a daily basis and continue to update staff and students as necessary.

We have taken the decision, based on current Government guidance to cease face-to-face teaching activities and meetings and ask our staff to continue their work remotely. We are mindful of current Government guidance and our civic responsibility to adhere to this; keeping our staff and students safe.

We are however keen to continue our learning activities with students. Tutors will be making full use of our on-line learning resources to ensure that we continue to support our Apprentices as employers expect and students deserve.

We have also taken the decision to shut our conference and training facilities until further notice.

We continue to follow the most up to date NHS guidance which can be found at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

Guidance for educational establishments can be found at:

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

## What to do if you think you have coronavirus symptoms

The latest government guidance is to stay at home for 7 days if you have a high temperature and / or a new, continuous cough.

- Do not go to a GP surgery, pharmacy or hospital.
- You do not need to contact 111 to tell them you're staying at home
- Testing for Coronavirus is not needed if you are staying at home
- Only contact 111 if your symptoms worsen or you are not feeling better after 7 days
- Students should inform their tutors in the normal way if they are unable to attend

## Advice on avoiding catching or spreading coronavirus

Do

- wash your hands with soap and water often – do this for at least 20 seconds
- always wash your hands when you get home or into work
- use hand sanitiser gel if soap and water are not available
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards
- try to avoid close contact with people who are unwell

Don't

- touch your eyes, nose or mouth if your hands are not clean
- have visitors to your home, including friends and family

***Department for Education Coronavirus helpline***

The government has launched a new helpline to answer questions about COVID-19 related to education. Parents and students can contact the helpline as follows:

**Phone:** 0800 046 8687

**Email:** [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

**Opening hours:** 8am to 6pm (Monday to Friday)