

29<sup>th</sup> October 2020

### Single confirmed case of COVID-19

Dear Stakeholders (Learners, Parents/Carers, Staff, Apprentices and Employers)

It has come to our attention that there has been another single confirmed case of COVID-19 within the college.

We know that you may find this concerning, but we are continuing to monitor the situation and are working closely with Public Health England. This letter is to inform you of the current situation and provide advice. Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

The person concerned has advised us of the small group of people who they were in direct and prolonged contact with on Friday 23<sup>rd</sup> October. All of the relevant persons have been contacted personally, sent home and will be self-isolating until Friday 6<sup>th</sup> November. The isolation period is from 14 days from the last point of contact with the affected person, which would have been Friday 23<sup>rd</sup> October. They will return to college on the 9<sup>th</sup> November providing they are well.

The college is on half term break this week; next week beginning 2nd November is a flipped learning week where most staff and learners were not scheduled to be attending on-site. However, the college will remain open as planned, so any learners or staff who were scheduled to attend next week should do so as planned, provided they remain well and there are no COVID symptoms in their household. All learners and staff should be back on-site again as normal on the 9th November 2020.

#### What to do if you or someone in your household develops symptoms of COVID 19

If you or someone in your household develops symptoms of COVID-19, they must not come to college and should remain at home for at least **10 days** from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.

All other household members who remain well, must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'.

Further information is available at: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

The 14-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school or public areas and exercise should be taken within the home.

If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

### **Symptoms**

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

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

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

If your child or anyone in the household does develop symptoms, you can seek advice from NHS 111 at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/> or by phoning 111.

### **How to stop COVID-19 spreading**

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

*Do*

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- 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

### **Further Information**

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Yours sincerely,



**Geoffrey Fowler**  
Principal & CEO, LDE UTC