

General Information regarding Coronavirus – Covid-19

An update from your employer Ideal Cleaning Services Limited

On the 11.05.20 the Government issued a document entitled “OUR PLAN TO REBUILD: The UK Government’s COVID-19 recovery strategy”. Within this document it states that the Coronavirus pandemic is not a short-term crisis and that it is likely that COVID-19 will circulate in the human population long-term, possibly causing periodic epidemics. In the near future, large epidemic waves cannot be excluded without continuing some restrictive measures.

The document also states that tragically as of 6 May, 30,615 people have lost their lives having tested positive for COVID-19.

Therefore it is imperative that we all continue to be aware and alert to the risks and to keep up to date with the available guidance and so we have updated, where necessary, and reissued this ‘Company General Information on Covid-19’ which was originally issued on 25.03.20

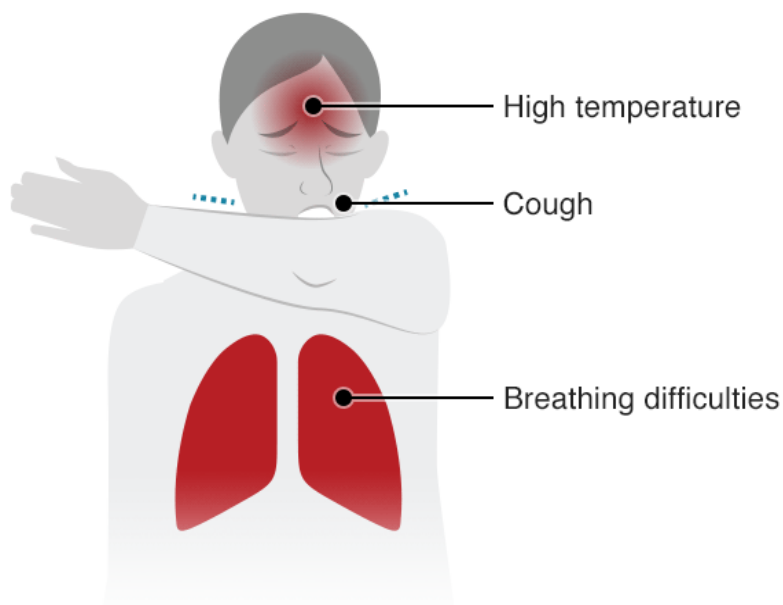
What are the coronavirus symptoms?

Coronavirus infects the lungs. The symptoms start with a fever followed by a dry cough, which can lead to breathing problems.

This is a new, continuous cough and means coughing a lot for more than an hour or having three or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual).

It takes [five days on average to start showing the symptoms](#), scientists have said, but some people will get symptoms much later than this. In fact the World Health Organization (WHO) says the incubation period lasts up to 14 days.

Coronavirus: Key symptoms



People will be most infectious when they have symptoms, but there have been suggestions some can spread the virus even before they are sick.

The early symptoms can easily be confused with other winter bugs including colds and flu.

How does it spread and what you can do to protect yourself

The best thing is [regular and thorough hand washing](#), preferably with soap and water.

Coronavirus spreads when an infected person coughs small droplets - [packed](#) with the virus - into the air. These can be breathed in or cause an infection if you touch a surface they have landed on, then touch your eyes, nose or mouth.

So, coughing and sneezing into tissues, not touching your face with unwashed hands, and avoiding close contact with infected people are important for limiting the spread.

Updated Government advice states that when going out for essential reasons or when travelling to and from work avoid social contact and maintain social distancing behaviours (keep 2 meters apart from other people).

If at all possible avoid the use of public transport and cycle, walk or drive to work. If you have to use public transport or are in an enclosed space, like a small shop, where maintaining social distancing is not possible, the Government now advises that you should aim to wear a face-covering. These face coverings are not the same as a surgical mask or other PPE but are homemade cloth masks, scarves, bandanas etc. Face-coverings are not intended to help the wearer, but to protect against inadvertent transmission of the disease to others if you have it asymptotically.

[Social distancing and regular hand washing are still the best protective measures to take.](#)

The following 2 pages contain infographics that explain how you can prevent catching and spreading the virus and how to effectively wash your hands.

What should I do to prevent catching and spreading the virus?



Wash hands frequently with soap and water or use a sanitiser gel



Catch coughs and sneezes with **disposable tissues**



Throw away used tissues (then wash hands)



If you don't have a tissue **use your sleeve**




Avoid touching your eyes, nose and mouth with unwashed hands



Avoid close contact with people who are unwell

How to Handwash?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

 **Duration of the entire procedure: 40-60 seconds**



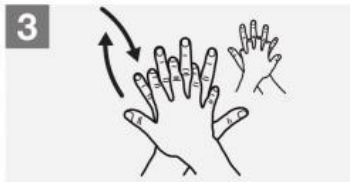
0 Wet hands with water;



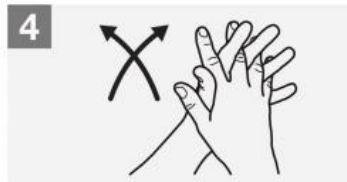
1 Apply enough soap to cover all hand surfaces;



2 Rub hands palm to palm;



3 Right palm over left dorsum with interlaced fingers and vice versa;



4 Palm to palm with fingers interlaced;



5 Backs of fingers to opposing palms with fingers interlocked;



6 Rotational rubbing of left thumb clasped in right palm and vice versa;



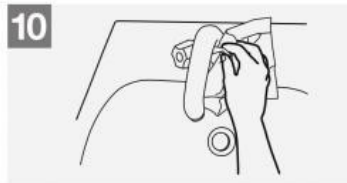
7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



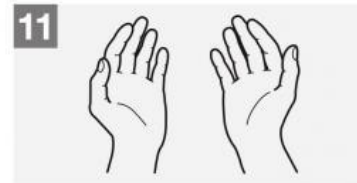
8 Rinse hands with water;



9 Dry hands thoroughly with a single use towel;



10 Use towel to turn off faucet;



11 Your hands are now safe.



World Health Organization

Patient Safety

A World Alliance for Safer Health Care

SAVE LIVES

Clean Your Hands

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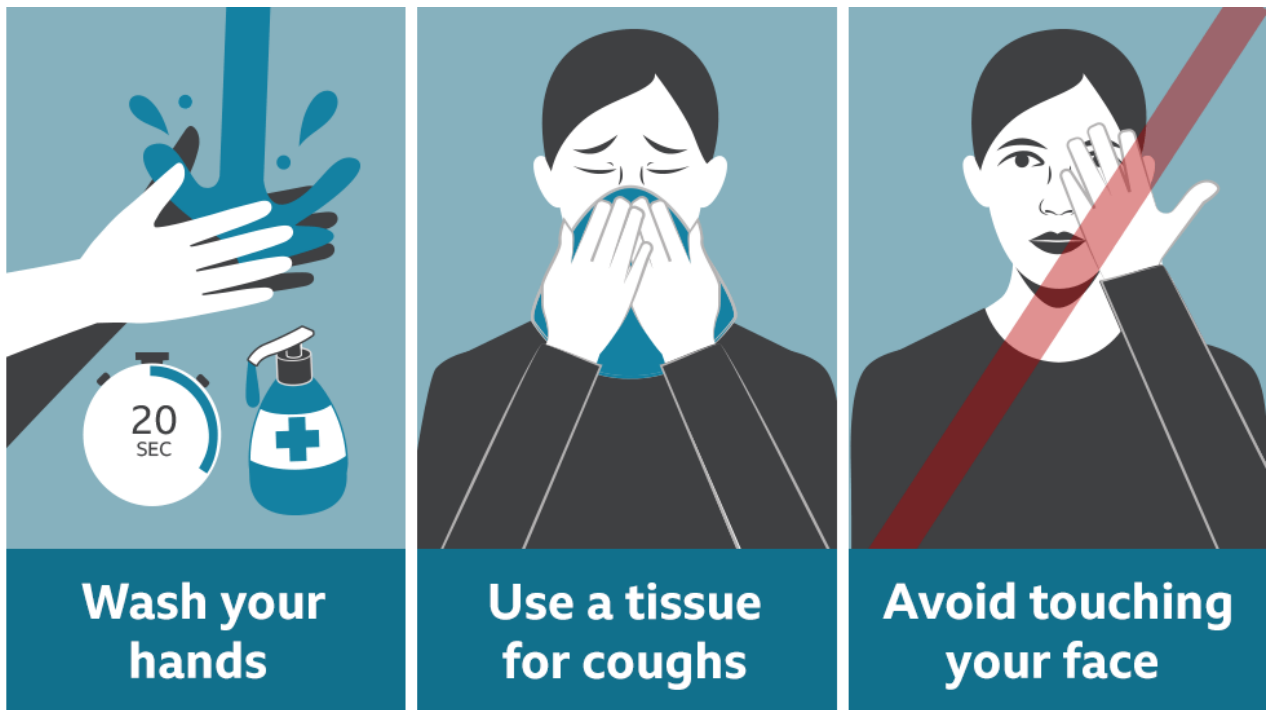
WHO acknowledges the Hôpitaux Universitaires de Genève (HUG), in particular the members of the Infection Control Programme, for their active participation in developing this material.

May 2009

Updated Government advice was issued on 11.05.20 as part of the Covid-19 recovery strategy. This is a step by step roadmap with each step conditional upon successfully controlling the spread of the virus. The first step in this policy takes effect from Wednesday 13th May and indicates that:

- All those sectors of the economy that are allowed to be open should be open.
- For the foreseeable future, workers should continue to work from home rather than their normal physical workplace, wherever possible.
- All workers who cannot work from home should travel to work if their workplace is open.
- Everybody (including critical workers) should continue to avoid public transport wherever possible.
- Social distancing guidance – Stay 2 metres (6ft) away from other people – must be followed rigorously
- Wash your hands regularly

Remember



What to do if you have symptoms

It remains the case that anyone who has symptoms, however mild, or is in a household where someone has symptoms, should not leave their house to go to work. Those people should self-isolate, as should those in their households.

If you become sick with any of the symptoms and you live on your own you must stay at home and isolate yourself for 7 days.

If you live with one or more other people your entire household must stay at home and isolate for 14 days.

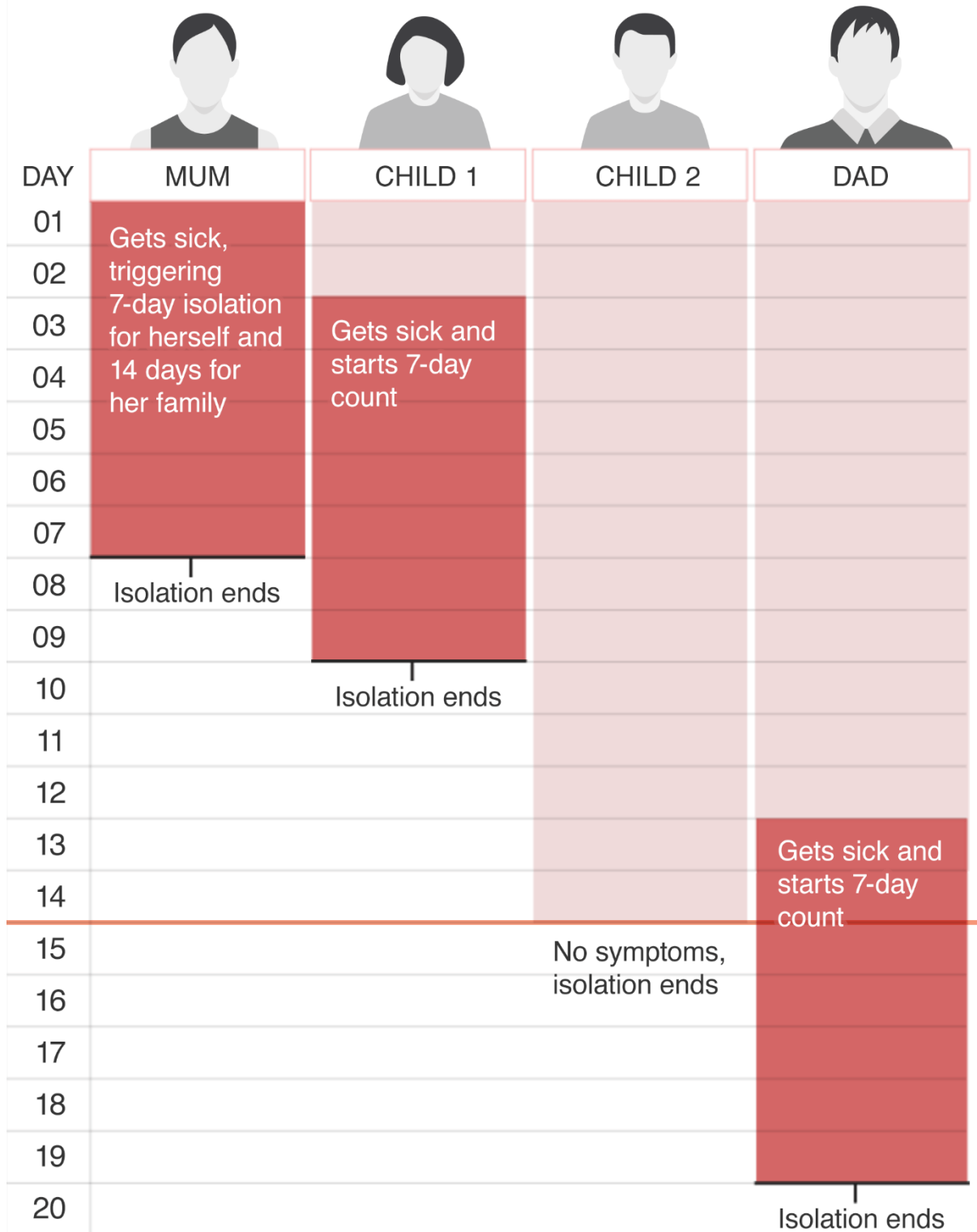
If any other member of the household becomes sick then their 7 day isolation begins from the day they became sick.

If someone in the household falls sick in day 13 of the 14 day isolation then their 7 day isolation begins on day 13 and they will have to isolate until day 20.

This is explained in the graphic on the next page.

NB: If you or anyone in your household is affected and you need to stay at home you must contact your Area Supervisor by phone to advise them of the situation so that they can arrange cover for you. This is even more important if you are a keyholder for the site you work on. It is imperative that you advise your Area Supervisor so that they can arrange for the safe collection of the keys from you in a manner which complies with Self Isolation/Social Distancing requirements and prevents any potential transmission of the virus.

What happens if someone in your family gets sick?



Source: Public Health England advice

