



**Email Sent 01/04/2020 18:11**

Updates to share with you are as follows:

- SoG have created a specific email for you to use if you have any questions that are not currently being addressed. SoG will be using these questions and enquiries to create a FAQ which will be used as part of the next media briefing the email is [covid19enquiries@gov.gg](mailto:covid19enquiries@gov.gg) Please use the subject heading 'My corona virus question'.
- **For non-clinical questions**, please call **01481 717118** between 9am and 5pm Monday - Friday, or for any **clinical questions** regarding the coronavirus please call **01481 756938** or **01481 756969** between 8am and 10pm daily or email any **clinical questions** to [publichealth@gov.gg](mailto:publichealth@gov.gg)
- Guernsey MIND continue to support our community and have moved their services on line and offer 1:1 telephone support for those that need it you can find them on Facebook or Twitter @GuernseyMind. Please see their useful poster attached with all their details and support during this time.
- Safer.gg has produced a guide for victims and survivors of domestic abuse in Guernsey, Alderney and Sark during lockdown due to COVID-19 (Coronavirus). If you or someone you know is a victim of domestic abuse you are not alone - Safer can help you. The information can be found here [http://safer.gg/covid-19-coronavirus-and-domestic-abuse-in-guernsey-alderney-and-sark/?fbclid=IwAR0uWhc-mANXOxMZJI41NKao7HXz42UtB2IppaWY6NGQxP\\_1WhtgDNlageM](http://safer.gg/covid-19-coronavirus-and-domestic-abuse-in-guernsey-alderney-and-sark/?fbclid=IwAR0uWhc-mANXOxMZJI41NKao7HXz42UtB2IppaWY6NGQxP_1WhtgDNlageM)  
An app called Hollie Guard will turn your smart phone into a safety device which can be activated by shaking it, sending your location to designated contacts. The app can be downloaded from app stores - more info can be found here <https://hollieguard.com/>
- There is also a simple poster attached reminding us of the things we can and cannot control and what we can do to help ourselves cope particularly at this time.
- **Revised Guidance for Business** - 29th March 2020. The new guidance for businesses and workers has been issued, which supersedes all previous guidance given and supports the key message that in order to protect our community Islanders should, apart from specific reasons, STAY AT HOME. Full media release [here](#). The Guidance is attached or can be found here <https://www.gov.gg/CHttpHandler.ashx?id=124260&p=0> Key Worker do not have to use your childcare if they are able and choose to keep their child at home. If key workers can keep their children at home then they are advised to do so and should not be penalised unfairly for this as per PH guidelines. Call volumes have been understandably high for business support, please be patient and continue to communicate with them. They will be providing more information and updating the website towards the end of the week and over the weekend.
- We have all be asked by PH if we can help effectively manage the impact of Covid-19 by completing the Community Monitoring Tool which is now available. In order to understand how the community are feeling and what challenges we are facing, they have created an <https://www.gov.gg/covid19community> . When completing this form, you will be asked questions regarding your current circumstances and whether you require any additional information or support. If you do require additional information, we will endeavour to provide this to you as quickly as possible. The information collated will also be used to match the needs of the community with coronavirus related services and support.



- There is also attached a Media release today for parents of key workers to let them know schools and some providers are open over the Easter Holidays. Our team will continue to work with you and your families should they need to find childcare at this time.
- Finally the Health Improvement team have produced some ideas and guidance to help us stay healthy <https://healthimprovement.gg/services/eat-well/eat-well-home>

Please take care of yourselves and your families, our team are here should you need us, thank you for your continued support.

**#GuernseyTogether**

**Email Sent 31.03.2020 18:24**

I hope you and your families are well.

Firstly many thanks for all the support you and your teams have provided the children and their families during this difficult time. This is a testament to your dedication and commitment to all our children across the Bailiwick – Thank you.

I am writing to update you on safeguarding advice for schools and EY Providers:

We have collated the latest advice regarding safeguarding and included some FAQ's which we hope will be useful. These latest guidelines (have been adapted) but draw upon advice from the UK, primarily:

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers#safer-recruitmentvolunteers-and-movement-of-staff>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people>

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>

We hope that this is useful for you – please do contact me or a member of the team, if you have any questions or queries.

**Email Sent 30/03/2020 09:32**

The information from the Health Protection Services at Public Health regarding enhanced cleaning, whose time and advice we are very grateful for is now attached. They have also provided the decontamination advice which will be something you will be supported to implement should this ever be required only. Obviously our currently health and hygiene practices will ensure this risk is kept to a minimum.

I have also attached the updated guidance for key workers which was published yesterday giving more clarity and restrictions.

Take care.



**Email Sent 27/03/2020 17:14**

We hope you are keeping well and staying safe, once again a huge thank you to you all as you do your part in supporting our islands at this time, either by being able to be open for our children who are vulnerable or whose parents are key workers, or for those who are at home doing your bit by staying there and reducing the contact. #GuernseyTogether

The picture and need has certainly changed throughout the week as numbers of children attending are reducing. As a sector we currently have sufficient places to ensure we are able to support our key workers and those children who are vulnerable and will continue to support and communicate with you now and as the picture changes. In times of uncertainty you can be certain we will continue to be here for you all.

If you are open please adhere to Public Health's advice on ensuring your workforce is safe. If they are not required to be at work as part of your ratios, then they need to be at home. We need to reduce the numbers moving about the island so please keep your staff teams to the numbers you require to operate for the number of children you are supporting. Please stay safe. You can find the information that explains this decision here: <https://www.gov.gg/CHttpHandler.ashx?id=124220&p=0>

I have attached some information from the Health Protection Services at Public Health regarding enhanced cleaning, whose time and advice we are very grateful for. They have also provided the decontamination advice which will be something you will be supported to implement should this ever be required. Obviously our currently health and hygiene practices will ensure this risk is kept to a minimum.

Thank you for your continued resilience, hard work and compassion at this time, whilst the community cheered and applauded our Health workers yesterday evening me and the team gave some extra cheers and whoops to you all for playing your part in enabling them to do their amazing work. You are awesome!



**Email Sent 24/03/2020 22:22**

You will undoubtedly have heard the address from Gavin St Pier this evening and I just wanted to clarify and reassure you of some key points:

- Attached is the media release following this evening press conference highlighting the new restrictions – it is really important you read and take note of these;
  - I will be working from Le Rondin tomorrow, however our team will be working from their own homes until further notice;
- Please contact us via email at [seyt@gov.gg](mailto:seyt@gov.gg) or if you prefer to speak to a member of the team please use the following contact details:

Contact numbers
<b>Ruth: 07839 103505</b>
<b>Linda: 07839 249995</b>
<b>Kate: 07839 189982</b>

- We will continue to provide updates as we are able to; however things are moving at a fast pace, so you may actually hear some information via public briefings before we have a chance to share them with you.

It is important to highlight that, whilst significant changes to life on the islands are now necessary, the plans that you have already put in place in your settings at this time and for the next few weeks should remain the same. This means that, as a critical part of the community’s infrastructure, your setting should remain open with the staffing that you have available in order to provide care and support for those children who need to attend.

The announcement made it clear to us all that childcare provision for the children of critical workers will continue during the 14 day period. The public has been told that the children of workers who have been identified as critical will be able to attend their usual setting. The announcement also stated that this arrangement will continue to be provided over the Easter break. This will ensure that our critical services can still be delivered during this period – in particular those involving health and care workers. If you aren’t usually open over Easter please contact us and we can discuss ways of supporting you to remain open or ensure we provide cover for those children of key workers during this time.

We know that individuals and teams will be concerned about the changes that have been announced. You might need to support them as they reflect on the messages that have been shared and seek reassurance from you, for our childminders please use our team for this care. Please know that we are always here to support you in your important leadership role and all the more so at this time.

Public Health guidance remains very clear about the crucial front-line role that you and your teams fulfil by providing a safe, reassuring and valuable space for our children and this has never been more needed than it is now.

Whilst we know that numbers in our sector have, for the most part, been relatively low so far, this may change, if this is the case then please contact us and we will support you with managing these changes.

Once again thank you for your continued hard work particularly as this time.



**Email Sent 24/03/2020 17:45**

Once again thank you for your communications and commitment to supporting our key workers and wider community.

Today there have been two media releases, one with details around the hardship fund and the second with further details around financial support for the self-employed and local businesses.

A large number of you contacted us this afternoon, as our sector was not explicitly mentioned in these releases, in fact it was felt that we had been excluded. I have had confirmation from Steve Wakelin (Strategic Lead for Place Policy) that this is not the case and in fact our sector is included under the phrase **'extra-curricular educational activities'**

Senior civil servants and politicians have confirmed this afternoon that the additional financial measures **do include our sector**. They are extremely grateful to the sector and are keenly aware of the extraordinary measures that you have taken to prevent the spread of coronavirus (COVID-19) and the support to enable our key workers to continue working. They recognise at present the unprecedented challenge for childcare providers as well as the communities they serve and appreciate the selfless dedication that childcare staff demonstrate in their work every single day.

Please, therefore follow the advice in the document to access The **Coronavirus Payroll Co-funding Scheme** should you need to.

Our team are very grateful to you at this time for supporting one another and for remaining professional under these very stressful circumstances.

We will continue to keep in touch and be available for support and advice. This week our team are currently working on a rota to be in the office whilst the others work from home, so you can continue to speak to someone on 268313 from 0800-1700 or if you prefer please use the following email [seyt@gov.gg](mailto:seyt@gov.gg) one of our team will be in contact with you  
Stay safe and keep smiling.

#GuernseyTogether



**Email Sent 23/03/2020 17:25**

Firstly, a huge thank you to you all and for all the hard work you continue to do under very stressful circumstances. Your professionalism is humbling and we are so proud of you all for making some very difficult decision and putting our children and families at the heart of your decision making.

We appreciate that this is a dynamic situation and things are changing daily. We would appreciate you contacting us if your circumstances change and in particular if key worker children need supporting to find childcare.

Attached is the recent media release from Deputy St. Pier which mirrors our own response to these circumstances.

To enable the SEYT to access emails from home, we have set up a new email address – [seyt@gov.gg](mailto:seyt@gov.gg) please use this email to contact us.

The team have also put together some ideas to share with your parents and staff regarding ideas and activities to do at home (please see the attached document). We will be sending these on a weekly basis, so should you have any ideas and wish to share them, please email [seyt@gov.gg](mailto:seyt@gov.gg)

There was also a further media release issued today around Income Support, we have attached this document for your information.

We would like you know that we are feeding into the Civil Contingency Authority any questions and concerns regarding our sector from a business perspective including access to financial support. Please pass on via email your questions and we will ensure they are sent into the teams.

Finally, as we move into these uncertain, scary times, know that we are here for you and each other, we will get through this and we will do it together #GuernseyTogether

**Email Sent 21/03/2020 13:42**

We thought it would be helpful to share with you the recent information regarding financial support from Social Security – this can be found:

<https://www.gov.gg/article/176870/Financial-support-is-available-from-Social-Security>



**Email Sent 21/03/2020 11:24**

**Please remember that the school/nursery/pre-school/childminder closures are necessary to minimise social contact across the island and to reduce the possibility of the virus spreading as advised and mandated by Public Health.**

Just to be clear - Both parents must be key workers in order to send their child to school, preschool, nursery or a childminder. This is unless one parent is a **doctor, nurse, key health worker, key care worker, teacher, LSA, preschools/nursery practitioner or a childminder** if this is the case then their child(ren) can attend even if the other parent is not a key worker.

We know this is very difficult to manage, but this is essential to reduce any unnecessary social contact. The decision is a public health decision to protect all islanders and to minimise the risk of high numbers.

The States Early Years Team are asking parents to make sensible judgement calls on whether they fall into the essential worker category and to check with their employer to see if their attendance at work is essential.

For any support, please contact the States Early Years Team [SEYT@education.gg](mailto:SEYT@education.gg) or 07839 103505 as we are working throughout the weekend. As from Monday, please call the usual telephone number 268313.

Also see: <https://gov.gg/covid19faqs> Please also see the FAQ document at <https://gov.gg/covid19faqs>



**Email Sent 20/03/2020 15:14**

Further to our email yesterday evening, we would like to share the following updates with you:

The most recent scientific advice on how to further limit the spread of COVID-19 is clear. If children can stay safely at home, they should, to limit the chance of the virus spreading. That is why the States of Guernsey has asked parents to keep their children at home, wherever possible, and asked schools, our preschools, day nurseries and childminders to remain open only for those children who absolutely need to attend.

It is important to underline that schools, preschools, day nurseries and childminders remain safe places for children. But the fewer children making the journey to school and early years providers, the lower the risk that the virus can spread and infect vulnerable individuals in wider society.

1. If it is at all possible for children to be at home, then they should be.
2. If a child needs specialist support, is vulnerable or has both parents who are critical workers, other than for children where one parent is a nurse, doctor or other key health or care worker and the other parent/carer doesn't fall into a key worker category, their child(ren) will be able to attend school, preschool, day nursery or childminder then provision will be available for them.

Parents should not rely for childcare upon those who are advised to be in the stringent social distancing category such as grandparents, friends, or family members with underlying conditions.

The guidance for schools, day nurseries, preschools and childminders with regards to remaining open for our parents who are key workers is attached.

The guidance clearly states that **BOTH** parents need to be key workers in order to access your provision, this is unless one parent is a nurse, doctor or other key health or care worker and the other doesn't fall into a key worker category, their child(ren) will be able to attend a provision.

All day nurseries and preschools **MUST** complete the attached table (example is below) and email back to [SEYT@education.gg](mailto:SEYT@education.gg) by 5pm with as much detail as possible. If you are unable to open at this time we will work with you and the families who are key workers to ensure they are able to access EY provision from 23<sup>rd</sup> March until the time the enforcement is lifted.

EXAMPLE OF COMPLETED FORM

Name of Provision	Little Tree				
Are you staying open?	Yes				
Total No. of staff working	10				
	Under 2s (Babies)	2 year olds	3 to 5 year olds	5 years +	
Number of Children	5	7	15	0	
Number of Staff	3	2	4	0	
No. of children who require a place	0	0	1	0	
Details of children who are 'key worker' children and require a place due to your closure:					
Details of child					
Name of child	Jo Smith				
DoB	11/02/16				
Address	House, Street, Parish				
Days and times of childcare required	Mon	Tue	Wed	Thu	Fri
	3	3	3	0	0
Contact number and email address for parent/carer	Mrs Smith 07781 101010 <a href="mailto:smith@hotmail.com">smith@hotmail.com</a>				

If you make the decision to close, we will work with you to provide an official document so you can show your insurers.

If you are financially affected by these directives please see the attached 'Support for your Business' guide. Please note The Social Security element for the self-employed has just been updated.





**Emails Sent to all Preschools, Nurseries and Childminders  
from The States Early Years Team**



States Early  
Years Team

Please report any information of people illegally childminding or operating outside of the law during this time to [SEYT@education.gg](mailto:SEYT@education.gg) we will report directly to the Civil Contingency Authority. Not complying with the restrictions or requirements imposed under these powers will be an offence.

Parents are reminded that we are operating in unprecedented circumstances and as such we need to accept that our business as usual will change not just for us in our sector but for the whole of society and all other work sectors. It is important and vital to our immediate safety and health that we adhere to the necessary changes required for this temporary time and mandated from Public Health.

It is important for us all to understand that life will be different and we must work together through patience, cooperation and consideration - no matter how hard, we must all work together and do our bit.



**Email Sent 20/03/2020 13:56**

We have been informed that the next Coronavirus Media briefing will be livestreaming from 3pm today.

We will be responding to this briefing as soon as possible with an email that will endeavour to cover all your questions and concerns. There is also a frequently asked questions document that is being prepared which will be shared once available.

Given the information you are requesting, it may be helpful to have a list ready that shows your children's parent's/carers' occupations. During this time we will continue to support you throughout this and assist you with planning.

We will be in contact as soon as possible after the Media briefing that begins at 3pm.

**Email Sent 20/03/2020 09:52**

We are aware that there are a number of questions and concerns regarding the latest updates around the decision to enforce a temporary and partial closure of our schools, colleges and early years providers, which includes all preschools, day nurseries and childminders and what this means for you.

We appreciate everyone is working under exceptional circumstances, but we need to accept that we are required to make significant changes to the way we work at this time in order to support the infrastructure and health of our islands communities.

We will be in contact as soon as clarification around who qualifies as a key worker is received from the Strategic Co-ordinating Group.

Further information is being collated to answer all queries received, we appreciate your patience at this time and will be in contact as soon as we possibly can.



**Email Sent 19/03/2020 19:03**

As you are all aware, we have been informed this afternoon of the decision to enforce a temporary and partial closure of our schools, colleges and early years providers, which includes all preschools, day nurseries and childminders.

Just to reiterate the message that was announced this afternoon by the Strategic Co-ordinating Group based on advice and evidence from Dr Nikki Brink (Director of Public Health) and her team who are reacting dynamically to these ever changing circumstances.

In order to continue to act and continue to ensure we manage the risks of this infection we will be taking additional social distancing measures. These will be temporary at this stage, enforced from **Monday 23rd March** and will include temporary and partial closures of schools, colleges and all day nurseries, preschools and childminders. This is enforceable, as the Civil Contingencies Authority has given power to the Director of Public Health to enforce these temporary and partial closures and they will be working with the Bailiwick Enforcement Officers to ensure this is complied with. **Not complying with the restrictions or requirements imposed under these powers will be an offence.**

Schools, colleges, preschools, day nurseries and childminders will only remain open for children whose parents/guardians are key workers. These measures will provide extra “brakes” to slow down transmission of the virus and prevent our healthcare system from being overwhelmed.

It is important that all day nurseries, preschools and childminders remain open, where possible, for children whose parents are classed as key workers. Confirmation of who will be classed as a key worker will follow tomorrow.

All staff working from Monday 23rd March in our preschools, day nurseries or as a childminder are classed as key workers themselves and therefore if you have children, they will be able to continue to attend school, preschools, day nurseries or a childminder.

If you are opening to support our key workers and you find your ratios and staffing are becoming critical please contact us so we can help support you to remain open. You must let us know if your staffing becomes critical or if you are a childminder yourself, become unwell and are unable to childmind. Please use the form attached and send to [SEYT@education.gg](mailto:SEYT@education.gg) by 6pm for the next day or as soon as possible and we will endeavour to support you.

We appreciate that the sector and other private businesses across the Bailiwick are being affected by the impact of the COVID-19/Coronavirus public health crisis. The States of Guernsey Policy & Resource Committee are setting out packages of financial support of which details can be found here: <https://gov.gg/article/176828/Financial-measures-to-support-the-Guernsey-economy> A ‘Coronavirus Support for your Business’ guide is attached for your information.

**The Preschool Education Funding (PSEF) will remain in place during this time**

It is vitally important that should you remain open to support our key workers you continue to meet the EYQSF and safeguard our children during this unprecedented time.

All schools were sent the attached ‘Enhanced Measures for Schools’ documents earlier today, which explains the enhanced measures to prevent the spread of COVID-19/Coronavirus.

We thank you again for your continued professionalism and hard work at this time.

Please be assured that we will contact you tomorrow with any additional information, including the definition of a key worker.



**Emails Sent to all Preschools, Nurseries and Childminders  
from The States Early Years Team**

**Email Sent 19/03/2020 15:25**

Following on from the live press conference regarding the unfolding developments in managing the COVID-19/Coronavirus and the news of the enforced temporary closure of schools, colleges and early years providers, with the exception of SEND provision and for the childcare of children of key workers, we would like to assure you we are working closely with various teams within the States of Guernsey to be able to give you details of what this will mean for our sector during this temporary closure.

We continue to appreciate your professionalism at this time and will contact you with further details as soon as these are collated. We appreciate your patience at this time.



**Email Sent 18/03/2020 18:45**

The message below has been issued to you from Paul Whitfield, States of Guernsey Chief Executive and to our colleagues in schools and post 16. It is being shared to acknowledge his gratitude for your professionalism and hard work at this time. Whilst the references are to our schools the essence of the message is applicable to our sector too. Any further direction for schools, shared by Public Health Services, to advise us of steps that must be taken to minimise contact within the our environments, will be shared and reviewed by our team for you tomorrow, to ensure they apply to our sector.

Please see below a message from Paul Whitfield, to all staff who work in schools, post-16 and early years.

*Dear colleagues*

*I want to thank you all for your continued commitment in supporting efforts to keep our schools open and continuing to focus on the needs of all students. Educating our young people and keeping schools open is a key priority for the island at the moment. It supports other key workers, such as hospital staff, police officers and ports staff who keep our vital supply lines open, and enables much of island life to maintain a degree of normality in what are very abnormal times.*

*As you will all be aware, there is a rapidly changing international and national picture as a result of coronavirus/COVID-19. In turn this is having a significant impact on the Bailiwick. As we are a small island community, our response is and must be different to other jurisdictions.*

*The response to coronavirus has been and must continue to be a whole island response. Dr Nikki Brink, Director of Public Health, has advised of the importance of this.*

*Within this whole-island context, any decision to close schools prematurely could have significant implications:*

- *In many cases students would be looked after by their grandparents while parents and carers are at work, and the over 65s are our most vulnerable group.*
- *At a recent meeting, nurses were asked how many of them would have to withdraw from their duties if schools closed and the answer was around 50%.*
- *Modelling by Public Health shows that schools could be shut for many months if we closed them now.*
- *Impact young peoples' learning and particularly those at key stages in their school life.*

*While we cannot underestimate the impact of such decisions, the safety of our children and school staff is of paramount importance. As such further direction, led by Public Health Services, will shortly be issued to all headteachers about steps that must be taken to minimise contact within the school environment. At the moment, the focus in schools must be on the delivery of lessons only rather than the wider school community activity. We will of course share with you the further steps that will be taken to protect staff and students as soon as they are finalised.*

*We are absolutely not ruling out the possibility that schools may have to close at some stage, however we have to strike the right balance for the island as a whole. I want to thank you again for your professionalism and I also want you to know that your contributions are highly valued. You should not underestimate the significant positive impact that you are having for the Bailiwick during what are challenging times for our whole community.*

*Many thanks*



## ***Paul Whitfield***

***Chief Executive***  
***States of Guernsey***

**WWW.GOV.GG**



I am working with various senior civil servants at this time to ensure we have a clear picture as to what school closures would mean for our sector. This includes how we can support the sector from a business perspective during this time and these will be shared as soon as they are available.

Earlier today Deputy St. Pier issued a statement which outlined some financial measures to support the Guernsey economy, the media release can be found here <https://gov.gg/article/176828/Financial-measures-to-support-the-Guernsey-economy>. Further details about how this effects our sector will be shared as soon as they are available.

Statement from Deputy St Pier and Deputy Soulsby from yesterday's press conference (17<sup>th</sup> March) can be found using this link <https://gov.gg/covid19resources>

Once again may I thank you for your continual professionalism and hard work, I know you appreciate the pace at which information is rapidly changing and I along with the team will continue to work hard to keep you supported and ensure you are receiving up to date information and are included in communications.



**Email Sent 17/03/2020 16:14**

Public Health (PH) have updated their advice around mandatory self-isolation for all people arriving onto the islands, enforced from 00:01 on Thursday 19<sup>th</sup> March – see media release attached, which include emergency enforcement powers.

We continue to follow advice and guidance at <https://www.gov.gg/coronavirus> and please continue to follow their advice and be reminded that;

*‘Two dedicated helpline numbers have been released today for Islanders to use if they have **any clinical questions** regarding the coronavirus. The numbers are: **01481 756938 and 01481 756969***

*These two numbers will be manned between **8am and 10pm** every day and are being manned by trained call handlers from the Joint Emergency Services Call Centre (JESCC).*

Any non-clinical questions that are not answered on this page should be emailed to [publichealth@gov.gg](mailto:publichealth@gov.gg)

We appreciate the current circumstances are unprecedented and we want to reassure you we are working with services to ensure you have access to the most up to date information and support to inform your decisions and management at this time.

In addition to continuing to follow guidance from PH, if your ratios and staffing become critical please contact the States Early Years Team (268313) for support and advice in order to ensure the quality of care and safety and security of children is maintained.

If you have members of staff with Qualified Teacher Status then as in the UK ratio’s for children 3 years old and older the following will be permitted:

*there must be at least one member of staff for every 13 children*

Any planned inspections will be suspended until further notice, we will continue to have the ability to carry out unannounced visits should there be a reason to do so (e.g. safeguarding concerns or significant complaint received) as per our regulatory requirements set out in the Children Law (2008) and Child Protection Law (1972). ECERS audits and SER support visits will be discussed with individual providers and a mutual decision will be made as to whether these go ahead. During this time we will continue to work with you to offer support and advice as required.

I am also in contact with the Business Continuity Group within the States of Guernsey who are looking at ways to support businesses at this time and continue to inform them of the unique and essential sector you provide to our islands. I will share any information as soon as I am able to.

Thank you for your continued hard work and professionalism at this time.



**Email Sent 16/03/2020 09:26**

Update Coronavirus/COVID-19 - The advice remains as it was on Friday when you were sent the attached email with the further guidance and restrictions around travel.

All updated travel information can be found here <https://www.gov.gg/covid19travel> . If staff notice that a child **becomes unwell** with any of the following symptoms (cough, sore throat, running or blocked nose, muscle pain or fatigue or a fever) you should contact their parents to discuss.

If you believe this is a recently developed symptom, in line with Public Health advice on [www.gov.gg/coronavirus](http://www.gov.gg/coronavirus), than the child should go home and self-isolate until the symptoms have disappeared plus an additional 48 hours.

This remains the advice for staff too, with again the distinction being a **recently developed** symptom.

Please also continue to ensure staff are aware of the latest advice and the importance of everyone reassuring children and parents of it.

As part of Le Rondin School and Centre's risk management of Covid-19 we have been looking at the Business contingency plan. The purpose of this plan is to minimise any risks to the children, families and staff using the centre and what to do if there are any confirmed cases of covid-19.

Le Rondin School and Centre has offices, training rooms and meeting rooms upstairs (referred to as the 'Centre'), however, we share an entrance with the children and staff from the school. Some of these children are particularly vulnerable in these circumstances. Please, therefore, ensure you adhere to the Public Health guidance of hand washing and hygiene before you come into the centre and only come into the centre if you are required to and are not displaying symptoms as outlined by Public Health advice. If you can communicate via email or telephone please do so. All training booked in is currently still going ahead, unless we are advised otherwise and we will contact all individuals if this is the case and let them know.

If there are to be any closures either of the school and not the Centre or both the school and the Centre we will let you know, including contact numbers should the Centre be closed.

We will contact you with further guidance as the situation develops.

For further information from Public Health, please go to <https://www.gov.gg/coronavirus>





**Email Sent 13/03/2020 10:43**

Following on from our email yesterday regarding the Coronavirus/COVID-19 update, please see the recent Public Health Services new guidance issued late yesterday afternoon which could be sent to parents:

*As some of you may have seen, Public Health Services issued new guidance late yesterday afternoon around when people should self-isolate. The advice from Public Health is now that, as an extra layer of caution to protect our community, anyone who **becomes** unwell with the following symptoms (**cough, sore throat, running or blocked nose, muscle pain or fatigue or a fever**) should stay at home and self-isolate until the symptoms have disappeared **plus an additional 48 hours**.*

**If your child BECOMES unwell** with any of these symptoms, please follow the latest advice and keep them at home.

*Please note that should your child become unwell they would not need to be tested for coronavirus/COVID-19 unless they have recently travelled to a Group A or B country (you can find these here [www.gov.qg/coronavirus](http://www.gov.qg/coronavirus) ).*

*This new advice from Public Health Services represents good infection prevention control at any time, but is particularly important while the Island is working to contain the spread of COVID-19. Evidence proves that this advice could reduce the potential spread of respiratory illness by 60%.*

*Should you/staff notice that a child has become unwell with any of these symptoms, we will contact you in the first instance to discuss and they may be required to come home.*

*Please can you reprioritise your daily schedule wherever possible to allow time to clean down high contact surfaces in social areas and toilets. This can be done with the products you use daily. Please ensure you cover all areas that children and staff touch regularly (door knobs, taps, reception front desk, hand rails etc.).*

*Also attached is the latest version of advice that has been sent to schools from Public Health Services, please familiarise yourself with the contents but as it could be constantly updated for future use please ensure you have looked at the latest version available at <https://www.gov.qg/coronavirus>.*

The States Early Years Team would ask you to use your professional judgement and holistic knowledge of your children and continue to be vigilant with hand washing and cleaning. We appreciate this is a difficult time for all families and staff teams, but please follow guidance from the World Health Organisation and our Director of Public Health who are updating information as it comes through.

As a private business please check your own policies and guidance for parents and ensure you refer to current medical advice to ensure they align and share any updates with parents. If a parent/carer chooses to take their child out of your provision when they have not become ill with any of the symptoms as advised, then depending on the contract you have in place, they may still be required to continue to pay. It would be advisable to check your contracts. As a private business it is your decision to make, but please ensure you are following the Public Health guidance to help make an informed decision.

Providers who offer the Preschool Education Funding will continue to be paid as you continue to follow the advice from Public Health.

It is also essential that we continue to keep our children and staff safe and we must therefore ensure at this time we continue to work within ratios, this may mean you are required to move staff as necessary.

Please feel free to share this information with parents/carers.



**Email Sent 12/03/2020 12:06**

This information has been provided from Joel de Woolfson, Senior Media and Communications Officer, which is the same information that has been sent to schools. Schools have been advised to share this with their parents/carers, to reassure them about steps that will be taken in the event that any child/member of staff are experiencing symptoms linked to coronavirus:

*Given the heightened awareness about coronavirus/COVID-19 both globally and locally following the island's first confirmed case this week, as the Early Years Sector we should prepare ourselves for the likelihood that there will be times in the days and weeks ahead when children or staff are sent home **as a precaution and on the advice of Public Health Services.***

*We have already seen a few such instances across our schools and it is really important that we are aware of the most up-to-date advice and avoid causing unnecessary distress through speculation.*

*Please be assured that if a child experiences relevant symptoms (**fever, cough or shortness of breath**) we will speak to Public Health Services and take their advice on any actions needed. It is vital that we remain calm and take proportionate steps to support the efforts of Public Health Services. Given the time of year, anyone experiencing symptoms could be suffering from flu or another illness so it is important not to jump to conclusions.*

*We will of course contact you straight away if there are any material changes to circumstances. However, please note that we are unlikely to contact all parents if a child experiences symptoms and is sent home as a precaution. As we are expecting that this may well occur in the coming days or weeks, we wanted to write to you all now so that as the Early Years Sector we are all on the same page regarding both the advice we should all listen to and the expectation that there are likely to be times when children are sent home as a precaution on the advice of Public Health.*

*At this stage there is no need for any further action, there are no plans to close early years providers and there is no need to keep children away from early years settings.*

*I would encourage everyone to read up on the latest advice which can be found at [www.gov.gg/coronavirus](http://www.gov.gg/coronavirus).*

*In terms of general advice; should anyone experience any of the three symptoms (fever, cough or shortness of breath) and have the relevant travel history (see [www.gov.gg/coronavirus](http://www.gov.gg/coronavirus)), they should contact the coronavirus helpline for advice. There are two numbers to call, but **please only use these when clinical advice is needed.** They are 756938 or 756969.*