

Message from Mark Castle on the updated government guidance on covid-19

Fri 13/03/2020 15:16

Dear Colleagues

Firstly, thanks to all of you for pulling together and working so hard during the Covid-19 pandemic, whether you are planning behind the scenes, modelling options, doing extra cleaning to keep our centres safe, dealing with lots of extra customer enquiries or getting on with teaching.

Yesterday, the government issued [new guidance](#) for everyone. This is in addition to the guidance set out for educational settings such as our centres.

From the start of the Covid-19 outbreak FSC has made clear both to staff and to customers that we will follow government guidelines.

Therefore, **if you have symptoms** of coronavirus infection (COVID-19), however mild, **stay at home** and do not leave your house for 7 days from when your symptoms started.

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

- **new continuous cough and/or**
- **high temperature**

For most people, coronavirus (COVID-19) will be a mild infection, but this action will help protect others and help reduce the pressure on the NHS.

You do not need to call NHS111 to go into self-isolation. If your symptoms worsen during home isolation or are no better after 7 days contact [NHS 111 online](#). If you have no internet access, you should call NHS 111. For a medical emergency dial 999.

A set of HR related FAQs can be found [here](#), but there are two points to highlight:

- FSC's sickness policy will allow you to self-certify for 7 days and
- if you have not already done so, please do let your manager and/or HR know if you have any underlying medical conditions that could possibly put you at higher risk from Covid-19, or any personal circumstances that you think we should be aware of. Tel 01743 852117 or [hr@field-studies-council.org](mailto:hr@field-studies-council.org). We want to do everything we can to keep everyone as safe and well as possible.

Your centre manager is your first port of call for regular updates. At Head Office it will be your director. Specific, detailed information is being provided for the various teams across FSC by centre managers and we keep updating the [FAQ's](#) as new situations arise.

I have attached information from our Employee Assistance Programme. This pandemic is likely to be quite long and difficult for all of us. Sometimes this will mean having to wait for test results and instructions from public health authorities. During these times please don't speculate. It only adds to the unreliable rumour mill and the stress levels of staff dealing with already difficult situations. Our priority is your safety and wellbeing, that of your families and our customers.

Thanks for your continued hard work, and please remember that one of the most effective things you can do is keep washing your hands.

Best regards

Mark