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Important Message for Businesses in Warwickshire

If you have two or more suspected or positive cases of Covid-19 among your employees please report these to **Warwickshire Public Health at dphadmin@warwickshire.gov.uk immediately (an out of hours number will be sent to you) AND Public Health England on 0344 225 3560.**

Dear Business Leaders,

Warwickshire County Council works closely with NHS Test and Trace and Public Health England, as well as having responsibility for managing local outbreaks of Covid-19 and responding rapidly to limit the spread of the virus.

We are asking all businesses in Warwickshire to immediately contact Warwickshire Public Health 24/7 - on top of any other reporting requirements you may have - if you have two or more suspected or positive cases of Covid-19. You should also notify the Public Health England West Midlands health protection team by ringing 0344 225 3560.

Some types of business may experience more rapid infection rates. If your business falls into one or more of the categories listed below, **please contact us immediately in the event of one positive test:**

- Food processing factories/plants;
- Agricultural settings where seasonal staff live on site;
- Warehouses and manufacturing sites which may be noisy (meaning staff need to shout to be heard) and where ventilation may be poor and/or social distancing may be difficult;
- Workplaces with multiple shared facilities or high turnover of staff/visitors;
- Workplaces with high turnover of agency staff;
- Other workplaces where social distancing may be difficult.

By notifying us immediately of outbreaks or single cases in high risk settings you will be helping us provide the quickest possible Warwickshire response.

We strongly recommend that on being notified of a positive case you instigate the identification of workplace close contacts and ask them to isolate for 14 days. This guidance gives definitions of close contact: <https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person>

Information to support you to respond to an outbreak

- Step by step business-specific 'action card'
<https://coronavirusresources.phe.gov.uk/reporting-an-outbreak/resources/>;
- Gov.uk early outbreak management guidance:
<https://www.gov.uk/government/publications/reporting-outbreaks-of-coronavirus-covid-19/covid-19-early-outbreak-management>

Workplace prevention information

Please remember to ensure you and your employees are adhering to the following advice.

For individuals with symptoms

- Anyone who develops symptoms – persistent cough, temperature, or loss of smell or taste – needs to immediately self-isolate for 10 days. Where possible people with symptoms should be isolated from others in the household who do not have symptoms. Household contacts need to self-isolate for 14 days;
- Anyone with symptoms should book a test immediately at www.nhs.uk/ask-for-a-coronavirus-test or call 119. **If possible, please try and attend a drive through testing site. These sites tend to be quicker to produce results which helps us to manage outbreaks more effectively.**

Isolation periods for people with symptoms and their contacts may differ depending on test results, but:

- All positive cases stay off work for at least 10 days (and until well and have not had a temperature for at least 48 hours);
- All negative cases (as long as they are not close contacts of a positive case) can only return to work when well and have not had a temperature for at least 48 hours);
- All contacts of positive cases remain isolating for 14 days, irrespective of any test results they may receive themselves.

General advice

- Avoid any unnecessary interaction with people from outside your household. Crowded environments should be avoided;
- If you have to go out, maintain a distance of at least 2 metres from other people and wear a face covering when you are in public spaces indoors;
- Always remember to wash your hands before applying and after removing your face covering, and frequently whilst out and on your return.

As a local business, we appreciate that the last few months have been incredibly difficult for so many of you. We recognise how vital your role is in ensuring that we control the spread of Covid-19, protect our community and help get life back to normal safely. Please act quickly and work with us to help prevent the return of increased restrictions to Warwickshire.

Yours sincerely



Monica Fogarty
Chief Executive, Warwickshire County Council

Additional support:

For up to date information for businesses to open safely please visit:

<https://www.warwickshire.gov.uk/coronavirusbacktoworkguidance>

For more information on COVID-19 please search COVID-19 NHS online or visit

www.nhs.uk/conditions/coronavirus-covid-19/

For COVID-19 advisory materials available in other languages please visit

<https://www.doctorsoftheworld.org.uk/coronavirus-information/>

For downloadable posters and materials in a variety of languages please visit:

<https://staysafecsw.info/home/posters-briefings-communication-material-1/1>

For information on employee sick pay and benefits please visit:

<https://www.citizensadvice.org.uk/benefits/coronavirus-check-what-benefits-you-can-get/> and <https://www.acas.org.uk/coronavirus/self-isolation-and-sick-pay>

For information on business support please visit:

<https://www.warwickshire.gov.uk/coronavirusbusinesssupport>