

# CORONAVIRUS NEWSLETTER



## Symptoms

The main symptoms of Covid-19 are:

- High temperature – this means you feel hot to touch on your chest or back
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- A loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

*These symptoms often begin mild and may increase gradually. However, many people who have Covid-19 can be asymptomatic, meaning that they show no symptoms.*

### Getting to Work



- 1.** Where possible, travel to work using your own private transport
- 2.** If this isn't possible, journeys should be shared with the same individuals
- 3.** If you use public transport, we recommend that you wear a face covering

**Do not come to work if you are experiencing any of these symptoms**

### Social Distancing

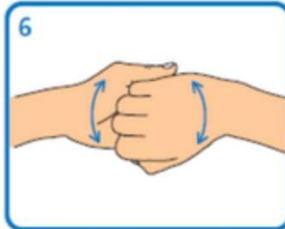
- You should always keep **2 metres** away from co-workers
- PPE should **not** be shared. Clean PPE after use and store safely away
- Physical barriers are in place to ensure your safety – do not take these down or move them
- Meetings will only happen if absolutely necessary, with the minimum number of people possible.
- Follow all floor markings, poster advice and signage
- Masks are available for all staff if they wish to wear them

# General Hygiene

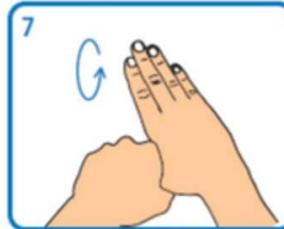
1. Catch coughs and sneezes in a tissue. Wash hand regularly with soap and water.
2. Extra cleaning has been undertaken on communal surfaces such as taps, handrails, canteen, toilets and doors. Cleaning is recorded.
3. Clean your area before you start work and before you leave for the day for additional protection
4. Hand sanitiser is readily available throughout the factory



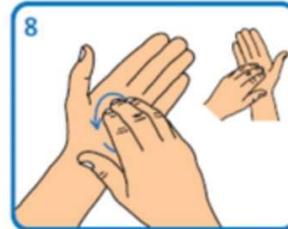
Because I'm easy come,  
easy go, little high, little  
low



Any way the wind blows  
doesn't really matter to  
me, to me



Mama, just killed a man



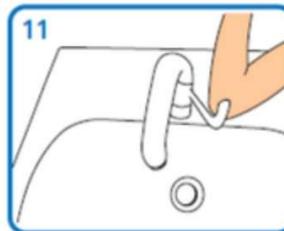
Put a gun against his  
head, pulled my trigger,  
now he's dead



Mama, life had just begun



But now I've gone and  
thrown it all away



Mama, ooh, didn't mean  
to make you cry



If I'm not back again this  
time tomorrow

## Self-Isolation

If you have any of the symptoms of Covid-19 you must not come to work. Also, if you live with someone who has symptoms, do not come to work. To get an isolation note for sick pay from day 1, please visit:

<https://111.nhs.uk/isolation-note>



As a key worker, you should be entitled to a Covid-19 test if you have symptoms. Go to [www.gov.uk](http://www.gov.uk) to apply for a Coronavirus test. Or call 0300 3032713