



Novel Coronavirus (COVID-19) Policy

The scope of this policy is to recognise the implications of the current outbreak of Novel Coronavirus. The aim of this document is to show a measured response that carefully balances the risks in a quantified way so as not to cause unnecessary distress or alarm. This policy covers all Kingdom Faith activities within Roffey Place, Foundry Lane including church and college. It also serves as a guide for non-owned premises and rented buildings serving congregations in Crawley, Worthing and Burgess Hill. However, those facilities will have their own policies that this policy will supplement theirs.

Where we use the words 'Kingdom Faith', we are referring to College activities at Roffey Place & Church congregations and associated activities at our various 4 sites.

The current status with the Novel Coronavirus is that the spread of infection is hard to predict, but likely to take place in the UK. Therefore, this policy is implemented on a short-term basis and will be reviewed on an ongoing basis.

1. What is Coronavirus?

The gov.uk website describes the Coronavirus as follows:

“A coronavirus is a type of virus. As a group, coronaviruses are common across the world. Typical symptoms of coronavirus include fever and a cough that may progress to a severe pneumonia causing shortness of breath and breathing difficulties.

Generally, coronavirus can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.

Novel Coronavirus (COVID-19) is a new strain of Coronavirus first identified in Wuhan City, China.”

Among those who become infected, some will exhibit no symptoms.

2. Levels of Risk.

Early data suggest that of those who develop an illness, the great majority will have a mild-to-moderate, but self-limiting illness – similar to seasonal flu. For the majority of people, the condition is not life threatening or life limiting.

It is, however, also clear that a minority of people who get Novel Coronavirus will develop complications severe enough to require hospital care, most often pneumonia. In a small proportion of these, the illness may be severe enough to lead to death.

So far, the data held by the UK Government suggests that the risk of severe disease and death increases among elderly people and in people with underlying health risk conditions (in the same way as for seasonal flu).

Illness is less common and usually less severe in younger adults. Children can be infected and can have a severe illness but based on current UK Government data overall illness seems rarer in people under 20 years of age.

So far, there has been no obvious sign that pregnant women are more likely to be seriously affected.

Current UK Government information suggests that older people and people with severe chronic health conditions, such as heart disease, lung disease, and diabetes, are at higher risk of developing more serious illness from Novel Coronavirus. If you have recently travelled to a high-risk area, you should be self-isolating at home and not attend Kingdom Faith activities and follow self-isolating guidelines as per Public Health England advice.

3. Measures to be taken to reduce the likelihood of occurrence

- a. Generally, the medical advice is that there is no reason to wear paper surgical masks. These are unlikely to provide much protection from the Novel Coronavirus.
- b. We will be encouraging all people visiting Kingdom faith to wash their hands thoroughly as per the NHS guidelines. Please see posters and handouts.
- c. We will also ensure that bathrooms have an adequate supply of washing facilities, including soap, warm water and an appropriate method of hand drying.
- d. We have a ready supply of tissues available onsite and recommend that these be disposed of into a rubbish bin once used.

- e. All hard surfaces that come into contact with hands (regularly) will be cleaned with warm soapy water every week prior to service starting. Such surfaces will include the following, as a minimum:
- ✓ Door handles.
 - ✓ Doorbells / intercoms.
 - ✓ Handrails, Banisters and Stairgates.
 - ✓ Taps, Toilet Roll Holders / Dispensers and Paper Towel Dispensers.
 - ✓ Work Tops, Serving Hatches, Tables and Chairs.

When cleaning, it is a good idea to consider wearing rubber gloves and for these to be thrown away into the general refuse after use.

When cleaning hands or other surfaces, warm soapy water or alcohol gels are currently considered to be sufficient. Anti-Bacterial cleaners might be less effective as a result of Novel Coronavirus being a virus and not a bacterium.

4. Measures to be taken in the event of occurrence.

Kingdom Faith staff and volunteers are not there to diagnose Novel Coronavirus, this is the role of medical professionals. Whilst it is a good idea to be aware of common symptoms, we should avoid reaching conclusions about people's health or likelihood of ongoing infection.

Where it is suspected that a person has Novel Coronavirus or other illness, but this is not diagnosed. It is recommended that this person is asked to stay away from Kingdom Faith activities for at least the recommended isolation period, which is currently set to 14 days. In this situation it is also suggested that a recommendation should be made for the person to report any concerns to NHS 111 so that appropriate health care can be provided.

Where a diagnosis has been made medical professionals will have given appropriate health advice, which will include either self-isolation or hospitalisation. It is recommended that this person is asked to stay away from Kingdom Faith activities for at least the recommended isolation period, which is currently set to 14 days. In this situation it is also suggested that a recommendation should be made for the person to report any concerns to NHS 111 so that appropriate health care can be provided.

In the case where a diagnosis has been made and there is the possibility that a person attended Kingdom Faith activities whilst infectious, regardless of whether they were showing symptoms it is advised that no further physical contact is made to any family until advice has been obtained from Public Health England, using the following details:

Public information access office
Public Health England, Wellington House
133-155 Waterloo Road
London
SE1 8UG
Tel: 020 7654 8000 enquiries@phe.gov.uk

When contacting Public Health England, it is important to ensure that they understand the nature of business undertaken at the centre and the numbers of high-risk people using or working at the service. Information should also be requested about when the service should become operational again and what steps should be taken prior to this. Furthermore, information about any necessary steps to clean the premises should be obtained.

Date of Implementation: 10/03/2020

Date to be reviewed: 10/04/2020 (unless significant changes occur)

5. Sources used and considered in the production of this policy.

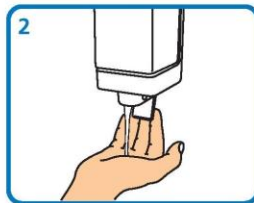
- a) <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
- b) <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>
- c) <https://www.gov.uk/government/publications/coronavirus-action-plan/coronavirus-action-plan-a-guide-to-what-you-can-expect-across-the-uk>
- d) <https://www.gov.uk/government/organisations/public-health-england>
- e) <https://www.nhs.uk/conditions/coronavirus-covid-19/>



Hand-washing technique with soap and water



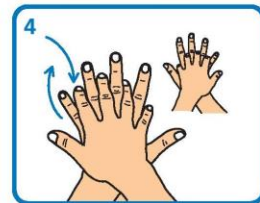
1 Wet hands with water



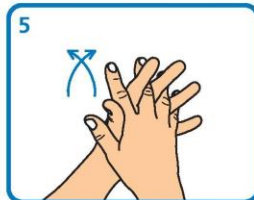
2 Apply enough soap to cover all hand surfaces



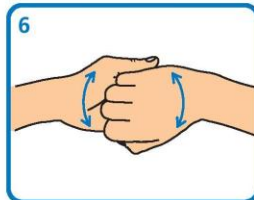
3 Rub hands palm to palm



4 Rub back of each hand with palm of other hand with fingers interlaced



5 Rub palm to palm with fingers interlaced



6 Rub with back of fingers to opposing palms with fingers interlocked



7 Rub each thumb clasped in opposite hand using a rotational movement



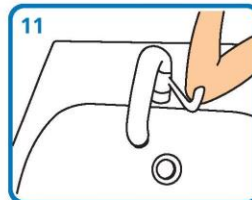
8 Rub tips of fingers in opposite palm in a circular motion



9 Rub each wrist with opposite hand



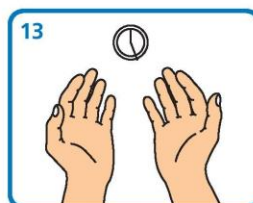
10 Rinse hands with water



11 Use elbow to turn off tap



12 Dry thoroughly with a single-use towel



13 Hand washing should take 15–30 seconds

