

**Title: Self-Isolating guidelines**

**Introduction**

If you're working or volunteering and start to feel unwell with symptoms that could be Covid-19 – such as a high temperature, continual coughing or a sudden loss of taste or smell – this COP outlines the approach required.

**You should self-isolate immediately if:**

- You have any symptoms of coronavirus (a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste)
- You've tested positive for coronavirus – this means you have coronavirus
- You live with someone who has symptoms or tested positive
- Someone in your support bubble has symptoms or tested positive
- You're told to self-isolate by NHS Test and Trace or the NHS COVID-19 app
- You arrive in the UK from a country with a high coronavirus risk – see GOV.UK: how to self-isolate when you travel to the UK: <https://www.gov.uk/government/publications/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk>

**If at a work place or volunteering when symptoms arise:**

1. Collect your belongings and go home as quickly as possible. Use the most direct route, staying as far from other people as you can. Try not to touch anything.
2. As soon as you're off site and away from other people, contact your manager/key contact at SWT to inform them you may have Covid-19.
3. Your manager/key contact will want to know who you've recently interacted with at work/volunteering and which areas of the workplace you've been at. They will organise making contact with colleagues and the cleaning of all surfaces you may have come into contact with. This will include high contact areas, such as toilets, kitchen, vehicles, etc.

**How to self-isolate**

You must not leave your home if you're self-isolating.

**Don't:**

Go to work, school or public places – work from home if you can

Go on public transport or use taxis

Go out to get food and medicine – order it online or by phone, or ask someone to bring it to your home

Have visitors in your home, including friends and family – except for people providing essential care

Go out to exercise – exercise at home or in your garden, if you have one

**Do:**

Get a test as soon as possible if you have any symptoms of coronavirus (within the first 8 days of having symptoms) <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/>

You do not need to get a test if you have no symptoms or if you have different symptoms.

**How long to self-isolate**

Regular washing of hands with soap and water for at least 20 seconds is mandatory.



# Shropshire Wildlife Trust Covid-19 Operating Procedure (COP)

If you have symptoms or have tested positive for coronavirus, you'll usually need to self-isolate for at least 10 days.

You'll usually need to self-isolate for 14 days if:

- someone you live with has symptoms or tested positive
- someone in your support bubble has symptoms or tested positive
- you've been told to self-isolate by NHS Test and Trace

Please keep your manager/key contact updated on how you are and what you've been advised to do. Your manager/key contact will inform your colleagues and/or volunteers. If any of these develop symptoms they will need to follow the steps outlined above.

The most up to date advice is available: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

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