

Dear Residents,

As many of you will know, Helen has been sent home today as she is feeling unwell. At the moment we have no reason to assume it is Corona Virus, but for the safety of all we have to work on the assumption that she may be infected. For this reason, I have instructed Diane to "work from home" with immediate effect. This means she will be available by intercom, telephone or text during normal office hours, but she will not be present in the office and she has been instructed to avoid being in close proximity with residents. We appreciate that this is not ideal, but it is important that we do what we can to protect Diane and all residents. When Helen recovers, she will also be working from home, but will keep in touch by telephone or text.

We are all well aware of Government guidance and I can see that many of you are complying, but it is evident that some residents are choosing to ignore it. I appreciate that people have the right to make their own decisions, but when we are living in close proximity with people who may be in a higher risk category, we also have a duty to avoid exposing them to unnecessary risk. For this reason, please can I reiterate the following points:

1. Please do not go out unnecessarily.
2. If you have to go out, please try to avoid coming into close contact with others. For example, if you have to go to the supermarket, go early or late when it is less busy.
3. Please use the hand sanitizer immediately you re-enter the building.
4. If you have **ANY** symptoms, **DO NOT LEAVE YOUR FLAT**, but let Diane know.
5. We don't want to close our doors to visitors (as some places have already), but we ask for your co-operation in keeping visitors to a minimum.
6. **ANY** visitor who has **ANY** symptoms must not enter the building.
7. There is evidence to suggest that although children are less affected by the virus, they can still pass it on. At this stage we are not going to ban children, but ask that you keep visits to a minimum.
8. Any child visitors should go straight to your flat and must not be allowed to play in communal areas.
9. At the moment, we are not going to close the lounges, but we ask you to minimise their use.
10. No large gatherings in the lounges are permitted.
11. Where other people are in the lounge, please try to sit at least 2 metres (6 feet) apart to minimise risk.

I am sorry if this all sounds rather draconian, but we have a responsibility to protect our staff and residents from infection. Hopefully, if these rules are followed, we will get through this crisis, but if the rules are ignored or the situation deteriorates further, we may have no option but to close all communal areas and ban all visitors.

Finally, please bear in mind that people who work for us, such as carers, cleaners and gardeners are also at risk. Please can you help to protect them by keeping at least 2 metres away, if possible. At this time cleaners must give priority to contamination prevention, so please bear with us if the carpets are not hoovered as often as usual or there is a little more dust.

Keep well.



Graham Orr – Chair of Management Committee.