

BRT Covid-19 Infected Person Process



Scope

This process applies to all trustees, volunteers and staff of the Bawdsey Radar Trust.

Covid-19 Symptoms (see NHS webpage [here](#))

If you have any of the main symptoms of coronavirus (COVID-19), get a test as soon as possible. Stay at home until you get the result.

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, COVID-19 will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19 – go to [testing](#) to arrange.

If you have [symptoms](#) of COVID-19 however mild, you must self-isolate for at least 10 days from when your symptoms started. You should arrange to have a test to see if you have COVID-19 – go to [testing](#) to arrange. Do not go to a GP surgery, pharmacy or hospital.

If you are not experiencing symptoms but have tested positive for COVID-19 you also must self-isolate for at least 10 days, starting from the day the test was taken. If you develop symptoms during this isolation period, you must restart your 10-day isolation from the day you develop symptoms.

Contact from Test and Trace service

if you're told by the NHS Test and Trace service that you've been in contact with a person who has coronavirus (COVID-19) you will be told to begin self-isolation for 14 days from your last contact with the person who has tested positive. Full guidance is here... <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

Informing the Trust

If you are self-isolating you must inform the Visitor Services & Outreach Manager (VSOM) or the Chair of the Trust by text, email or phone call within 24 hours so that the Trust can determine what other steps are needed for the museum.

Infected person at the museum

If any person comes in the museum with Covid-19 symptoms or is suspected of having Covid-19 symptoms, everyone must leave the museum. The OOD will be responsible for switching off all equipment and for securing the building. No cleaning will take place at this time – a deep clean will be scheduled before re-opening.

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The OOD will keep the Test and Trace records and will report the incident to the Visitor Services & Outreach Manager (VSOM) or the Chair of the Trust.

Contact details

Role	Contact	Mobile	Email
VSOM	Lynette Burgess		lynette@bawdseyradar.org.uk
Chair	Graham Randall	07592 533999	chair@bawdseyradar.org.uk