



ANDERIDA ADOLESCENT CARE

CORONAVIRUS POLICY/BUSINESS CONTINUITY PLAN

Anderida take the spread of the Covid-19 virus seriously and will undertake all practicable measures to ensure the reduction in the spread of this, however, we take our responsibility for the care of the young people that we care for with equal importance and will encourage proportionality in any responses in order to reduce staff absenteeism and the risk of infection.

Staff Wellbeing

At Anderida, we understand this is a stressful time for everyone and as well as looking after our Young People, we need to be taking care of ourselves especially at this difficult time. Therapeutic workplace coaching is available via reattach or with Anthony Corby.

Risk Management

Anderida Adolescent Care, will endeavor to manage the risk or possible impact of Coronavirus by taking the following precautions within the homes and Head Office to ensure minimum disruption to the service we offer:

- Encourage good hygiene in all settings, as per government guidelines.
- Ensure sufficient personal, food and cleaning items are available for both staff and residents without 'panic buying' or overstocking.
- Stringent housekeeping measures to be put into place in all settings.
- Identify with the Local Authorities if any young person is able to be cared for by family members or significant others, should the need arise due to significant staff shortages. Some Local authorities have a designated email address and phone number which is to only be contacted with concerns regarding Coronavirus. Please see 'Contact Information' at the end of this document for this information, if relevant to the young person.
- Look at variations on registration, staffing ratios and new recruits if necessary.
- Encourage staff to be mindful when travelling abroad or attending large gatherings e.g., sporting events, conferences, etc, and observe social distancing guidance when out in the community.
- Encourage all stay two metres away from others. Where you cannot stay 2 metres apart you should stay more than 1 metre apart, as well as taking extra steps to stay safe. For example: move outdoors, where it is safer and there is more space. If indoors, make sure rooms are well ventilated by keeping windows and doors open.
- If there has been an outbreak of Covid 19, or someone is particularly vulnerable, or has a high temperature we may encourage and individuals to wear appropriate PPE.

- Some external and internal meetings where possible will be held remotely via conference call, wherever there are covid concerns (e.g., contact with a positive case).
- Training will take place in small groups or well-ventilated rooms. Those who have not been immunised or may have had a close contact with a positive covid case may be asked to wear full PPE.
- Office based staff and care staff may undertake administration tasks at home when there are covid concerns.
- Mentors not to come into the Head Office, unless necessary, to reduce footfall.
- Consultation with staff members around any symptoms to support their decision making in assessing risk.
- If a young person becomes unwell, we are still required to care for them as a parent would but would encourage social distancing measures throughout. Staff over the age of 60 and staff with already underlying health concerns, may be asked to work in other homes whilst there are covid concerns.

All Employees to Adhere to the Following and Actively Encourage all Young People to do the same

- Always carry tissues with you and use them to catch your cough or sneeze. Then bin the tissue, and wash your hands, or use a sanitiser gel.
- Wash your hands often with soap and water, especially after using public transport. Use a sanitiser gel if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are unwell.
- Residents' clothes, linen and soft furnishings should be washed on a frequently and all areas sterilized if they show the symptoms of Covid-19.
- No sharing of hand towels or any other towel.
- A minimum of daily cleaning of hard surfaces such as furniture, kitchen worktops, door handles, cupboards, and bathrooms, with an anti-bacterial cleaner is required.
- Be mindful of panic responses if potential contact with someone with the symptoms, or who has been asked to isolate. Panic increases risk for all involve.
- Try to face covering: on public transport and in many indoor spaces.
- Avoid using toilets in other people's home where or public, wherever possible and wipe down surfaces as frequently as possible.
- Using disinfectant, wipe down any surfaces or door handles frequently.

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Staffing

- Anderida will work across all homes to develop a list of staff including bank staff, that are able to cover rostered staff absences.
- Scotland placements will be carefully considered, in order to ensure optimum staffing levels are available.
- Liaise with the Local Authorities regarding support staff and agency workers that they can access in light of the government guidance that employees must isolate.
- Liaise with Ofsted regarding flexibility on recruitment checks if staffing falls below manageable ratios.
- Look at staffing ratios for young people and where it could be risk assessed and reduced on a daily by day basis.
- In advance of identifying any potential need, we have established availability of agency staff with enhanced DBS who are equipped to work with young people in the local area.
- As a last resort, use available agency staff as above.
- In the event of school closures, Anderida will make reasonable adjustments to staff's working hours in order that both their personal children and the children at Anderida are cared for appropriately.
- Anderida will ask staff to undertake block working to cover colleagues who may have to self-isolate.
- Anderida will require the workforce to remain flexible to meet the needs of clients and service and support colleagues to be able to isolate if necessary.
- Should staff suspect that they have been in contact with a diagnosed case of coronavirus, they are no longer required to inform managers or Kerry Shoesmith, however we would ask them to be mindful, observe social distancing measures and wear PPE if they have a temperature.
- Should staff develop a new persistent cough/fever or shortness of breath and feel too unwell to work they should follow sickness procedure. If they are feeling well enough to work, PPE and social distancing is advised.
- Should staff develop any other symptoms of being unwell they should follow general sickness procedures.
- If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves and become very unwell. They should wash their hands thoroughly for 20

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seconds after any contact with someone who is unwell with symptoms consistent with coronavirus infection.

- It is not necessary to close the business or workplace or send any staff home unless government policy changes. Keep monitoring the government response page for the latest details. As a care agency, it is extremely unlikely this action will be taken for our service.
- Inform Health England for full advice and support.

Symptoms

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- New continuous cough – continuous cough is being defined as a cough that is not your usual cough and goes on consistently for hour long periods, for 3 or more hours over a 24-hour period. These could be separate hours.
- High temperature.
- Change in, your normal sense of taste or smell (anosmia).

For most people, coronavirus (COVID-19) will be a mild infection.

Key things to remember:

- You are no longer required to self-isolate if you are showing the symptoms of a continuous cough, loss of taste or smell or a high temperature (over 37.8) however it is advised that you do stay away from other people.

Isolation due to you having the Symptoms

From 24 February 2022:

- The legal requirement to self-isolate following a positive test has been removed. Adults and children who show key covid symptoms will continue to be advised to stay at home and avoid contact with other people.
- Even if you are vaccinated, you can still be infected with COVID-19 and pass it on to others. If you are identified as a contact of someone with COVID-19 but you are not required to self-isolate, you can help protect others by following the [guidance on how to stay safe and help prevent the spread](#). You may also consider:
- wearing a face covering in enclosed spaces and where you are unable to maintain social distancing
- limiting contact with anyone who is clinically extremely vulnerable

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Children and young people aged under 18 years 6 months who usually attend an education or childcare setting and who have been identified as a close contact should continue to attend the setting as normal.

If you are clinically extremely vulnerable

If you are clinically extremely vulnerable, you could be at higher risk of severe illness from coronavirus.

If you are clinically extremely vulnerable, you are no longer advised to shield. However, you should continue to follow the [guidance for people who are clinically extremely vulnerable](#) and are advised to continue taking extra precautions to protect yourself. It is important that you continue to keep the number of social interactions that you have low and try to limit the amount of time you spend in settings where it is difficult to maintain social distancing.

Going to school or college

School pupils and students in further education should go to school and college.

All schools, colleges and other further education settings are open for face-to-face teaching during term time. It remains very important for children and young people to attend, to support their wellbeing and education and to help working parents and guardians.

Clinically extremely vulnerable pupils and students should go to school or college.

There is further guidance on [what parents need to know about early years providers, schools and colleges during COVID-19](#).

Universities and higher education

There is a [guidance for universities and students starting and returning to higher education](#).

Students should follow the [guidance on how to stop the spread of COVID-19](#) at all times.

Care home visits

You should check the [guidance on visiting care homes during COVID-19](#) to find out how visits should be conducted. Residents must follow the national restrictions if they are having a visit out of the care home.

There is a [separate guidance for people in supported living](#).

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Travelling from England

Across the different parts of the Common Travel Area (the UK, the Republic of Ireland, Jersey, Guernsey and the Isle of Man), there may be rules in place that restrict travel. You should check the restrictions in place where you intend to travel to before deciding to travel.

International travel

Travelling internationally from England

You can travel internationally from England.

We respectfully request that all staff thinking about taking holidays abroad check all the requirements and possible risks of having to isolate on return. It is not a good idea to visit other countries that have a high or variable covid infections.

[Find out more about the red list travel ban countries](#)

From the 11th of January 2022 if you're fully Vaccinated, you no longer need to take a COVID-19 test either before or after you arrive in the UK. You may still need to complete a passenger locator form.

What to do if an Employee Becomes Unwell and Believe they have been exposed to COVID-19:

If staff, a member of the public or resident becomes unwell in the workplace, the unwell person should be removed to an area which is at least 2 meters away from other people. If possible, find a room or area where they can be isolated behind a shut door, such as a staff office. If it is possible to open a window, do so for ventilation.

If the individual is seriously unwell, should go home as soon as is practicable.

Call 999 if an emergency (if they are seriously ill or injured or their life is at risk) and outline their current symptoms. If the person affected is not able for any reason to call themselves then a staff member should call on their behalf.

Whilst waiting ambulance to arrive, they should remain at least 2 meters from other people. They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in a bag then throw the tissue in the bin. If they do not have any tissues available, they should cough and sneeze into the crook of their elbow.

If they need to go to the bathroom whilst waiting for medical assistance, they should use a separate bathroom if available. This will apply only to the period of time while waiting for transport to hospital.

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Anderida Employees Responsibilities:

- Get immunized

Information for Employers On Reclaiming Statutory Sick Pay:

The NHS Test and Trace service will no longer provide a notification that can be used as evidence that someone has been told to self-isolate.

An employee can ask to take their paid holiday for the time they are off work, entitling them to full pay for the duration of their leave, as opposed to Statutory Sick Pay, if they choose.

Government funding for test and trace support payments ended on the 24th February 2022.

Contact Tracing- Contact With Co-Workers:

If any close contacts are co-workers, the person who has developed symptoms may want to alert their co-workers

At this stage, those close contacts should not self-isolate, but they should be mindful :

- avoiding individuals who are at high-risk of contracting COVID-19, for example, because they have pre-existing medical conditions, such as respiratory issues.
- must take extra care in practicing social distancing and good hygiene and in watching out for symptoms.

Government Guidance To Entitlements And Sick Pay:

The Statutory Sick Pay (General) Regulations 1982 and the Statutory Sick Pay (Coronavirus) (Suspension of Waiting Days and General Amendment) Regulations 2020 will be amended to remove COVID-19 provisions. From this date, Statutory Sick Pay (SSP) will no longer be payable from day 1 if people are unable to work because they are sick or self-isolating due to COVID-19. Pre-pandemic SSP rules will apply.

- The COVID-19 Employment and Support Allowance provisions within The Employment and Support Allowance and Universal Credit (Coronavirus Disease) Regulations 2020 will automatically expire. From this date, people will no longer be eligible for Employment and Support Allowance because they are self-isolating due to COVID-19. Anyone infected with COVID-19 may, subject to satisfying the conditions of entitlement, still be eligible for Employment and Support Allowance on the basis that they have a health condition or disability that affects their ability to work under the general Employment and Support Allowance regulations.
- The current rate for SSP is £94.25 per week – this is no longer payable from day one.

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- Companies are also entitled to request/expect that staff in the high-risk category work from home if their duties will allow this.
- Employees are entitled to time off work to help someone who depends on them (a 'dependent') in an unexpected event or emergency.
- This would apply to situations related to coronavirus (COVID-19). For example:
 If they have children, they need to look after or arrange childcare for because their school has closed.
 To help their child or another dependent if they are sick or need to go into isolation or hospital.
- At present there is no statutory right to pay for this time off.
- Anyone not eligible to receive sick pay or SSP, including those earning less than an average of £118 per week, is able to claim Universal Credit and or contributory Employment and Support Allowance.
- For those on a low income and already claiming Universal Credit, it is designed to automatically adjust depending on people's earnings or other income. However, if someone needs money urgently, they can apply for an advance through the journal.

Guidance for LAC

Principles

The difficult and complex decisions that need to be taken during this period should be made in the spirit of the following principles:

- child-centered - promoting children's best interests: nothing is more important than children's welfare; children who need help and protection deserve high-quality and effective support as soon as a need for help is identified.
- risk-based - prioritising support and resources for children at greatest risk.
- family-focused - harnessing the strengths in families and their communities.
- evidence-informed - ensuring decisions are proportionate and justified.
- collaborative - working in partnership with parents and other professionals.
- transparent - providing clarity and maintaining professional curiosity about a child's wellbeing.

Duties in Primary Legislation are Unchanged.

The duties to our most vulnerable children and young people that are set out in primary legislation (such as in section 22(3) of the Children Act 1989 and section 1 of the Adoption and Children Act 2002 and section 11 of the Children Act 2004) remain in place and local authorities

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and other bodies must continue to comply with these duties. This guidance and the secondary legislative changes that came into force on 25th September seeks to respond to the challenging context that coronavirus (COVID-19) poses to the normal operation of services.

This guidance should be read alongside existing primary legislation and regulations. You should also read relevant statutory guidance including working together to safeguard children, and:

- Volume 1 - Children Act 1989: court orders.
- Volume 2 - Children Act 1989: care planning, placement and case review.
- Volume 3 - Children Act 1989: transition to adulthood for care leavers.
- Volume 4 - Children Act 1989: fostering services.
- Volume 5 - Children's homes regulations, including quality standards: guide.

Care Leavers – Last Updated 02.12.20

Responsibilities to Care Leavers

We recognize that care leavers are a particularly vulnerable group of young people. Coronavirus (COVID-19) heightens this, because care leavers may be financially vulnerable and at risk of increased levels of anxiety and isolation.

Local authorities must continue to meet their statutory responsibilities towards care leavers, such as providing personal advisers, or preparing and reviewing pathway plans. Personal advisers should proactively reach out to care leavers during the pandemic, including care leavers aged over 21 who are eligible for support up to age 25, but who were not accessing support before the pandemic.

Local authorities should be clear about what additional support is available to care leavers - over and above their existing published local offer - to help them overcome any additional challenges they face due to coronavirus (COVID-19), including access to discretionary funding if needed.

The government has provided additional funding for local authorities to help them address pressures arising from coronavirus (COVID-19). We would encourage local authorities to utilize some of this funding to provide discretionary payments to care leavers to cover items such as food, utilities and rent during this period if required.

Given the financial vulnerability of many care leavers during this period, local authorities should make arrangements for discretionary payments to be authorised and paid to care leavers at short notice if necessary and with minimal administrative burdens. Other forms of financial support for care leavers including setting up home allowances should continue to be available during the coronavirus (COVID-19) pandemic.

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Independent living

Young people who have left care, or are just about to, are especially vulnerable right now. All decisions about their future should be carefully considered in the light of the pandemic and with an overriding objective of supporting them during this period and minimising any additional stress for them. In particular, we expect local authorities to take account of coronavirus (COVID-19) when making decisions about leaving care, and to ensure that no one has to leave care during this period. As set out in regulation 39 of the Care Planning, Placement and Case Review (England) Regulations 2010, when considering ceasing to look after a young person, local authorities should carry out an assessment, including ascertaining and giving consideration to the young person's wishes and feelings. The same principle should apply to young people who are in staying put arrangements and in relation to decisions about care leavers who were due to make a planned move into new accommodation.

While young people will still be able to move out of care into suitable accommodation, where this happens the move should be right for that young person and take account of their wishes and feelings. Care leavers can also be moved between different accommodation settings, provided that the move is in accordance with the wishes of the young person and that the local authority is assured that the setting they are moving into is safe in relation to risk factors arising from coronavirus (COVID-19).

Loneliness and Isolation of Care Leavers – Last Updated 02.12.20

During the summer term, devices were provided to local authorities and academy trusts to support families, children and young people most in need who did not have access to them through another source, such as their school. Laptops, tablets and 4G wireless routers were provided for care leavers, children and young people with social workers and disadvantaged year 10 pupils.

The government has published guidance on supporting children and young people's mental health and wellbeing. We have also provided funding for 3 care leaver charities (Become, Drive Forward Foundation and the Care Leaver's Association) to provide extra support to help care leavers to reduce loneliness and isolation and their impact on young people's emotional health and well-being.

Court Orders Related to Contact for Children in Care – Last Updated 02/12/20

We expect that contact between children in care and their birth relatives will continue. It is essential for children and families to remain in touch at this difficult time, and for many children, the consequences of not seeing relatives would be traumatic. We expect the spirit of any court-ordered contact in relation to children in care to be maintained. However, there may be local or individual circumstances where face-to-face contact may not be possible, including where members of households are isolating or continuing to take precautions due to clinical vulnerability.

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Contact arrangements should, therefore, be assessed on a case by case basis taking into account a range of factors, including the government's current social distancing guidance and guidance on meeting people outside your household and the needs of the child.

Under the current provisions for social distancing, there are exceptions for the purposes of arrangements for access to, and contact between, parents and children where the children do not live in the same household as their parents or one of their parents. There is also an exception to allow for contact between siblings when they don't live together and one or more of them is a looked after child or a 16- or 17-year-old care leaver.

Where it is not possible for the usual face-to-face contact to happen, keeping in touch will need to continue to take place virtually. We would encourage social workers and other professionals to reassure children that this position is temporary. We would also expect foster parents and other carers to be consulted on how best to meet the needs of the children in their care and to be supported to facilitate that contact.

We recognize that some young children may not be able to benefit from virtual contact with their family, because of their age or other communication challenges. In these circumstances, local authorities should work with families to ensure that they can have safe face-to-face interactions, whilst still adhering to social distancing guidance or restrictions.

When considering the most appropriate ways for children to stay in touch with their families, social workers and carers should seek the views of children who may welcome different forms of contact, including less formal and more flexible virtual contact with their birth families.

Residential Family Centers –

On 30 September 2021 the temporary regulatory flexibilities set out in the Adoption and Children (Coronavirus) (Amendment) (No.2) Regulations 2020 expired.

This means that face-to-face visits to looked-after children should continue as normal. Regulatory flexibilities to allow these to take place virtually no longer apply. Similarly, regulatory flexibilities around completion of medical reports or assessments for approving adopters and foster carers are no longer available.

Residential Provision: Children's Homes, Residential Schools Registered As Children's Homes, And Foster Care

Keeping Residential Settings Safe from Coronavirus (COVID-19)

Local authorities and providers can refer to:

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- safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)

In considering how to keep residential settings safe from coronavirus (COVID-19) providers should recognize:

- that children may be feeling anxious as their normal routines are disrupted and they may have less or limited contact with their family, friends and people who are important to them.
- that staff are working under challenging conditions and support them to continue to deliver the most appropriate care that they can. This could, for example, include, if possible, reducing the number of hours staff work in one shift, or providing more time away from the home.
- the need to follow any social distancing guidelines where feasible and possible. Where possible, staff should ensure that food and other essential items are delivered. Within the home, frequently touched surfaces, including bathrooms, toilets and kitchens should be cleaned more often, and everyone should carry out more frequent handwashing. Towels used for hand-drying should be regularly changed.

Where a provider has an immediate or impending staffing shortage, which may lead to the closure of a home, they should discuss that as a matter of urgency with the relevant placing local authorities. Ofsted should also be notified, and they may share this information with DfE.

Social workers or police needing to visit a setting and investigate child protection concerns should make a judgement about visiting those balances considerations of the:

- risks to children and young people
- risks to families
- risks to the workforce
- guidance on social distancing and hygiene
- statutory responsibilities, including safeguarding.

Effective quality assurance checks and visits should continue to be carried out, to ensure that the care provided is safe and staff feel supported. Independent person visits under regulation 44 of the Children's Homes (England) Regulations 2015 and face-to-face contact with families are still permitted and should still be prioritised.

Social Worker Visits

Children and families may feel anxious about infection risks. Where this is the case and families are reluctant to engage with social workers, social workers should explain why it is essential that they have access to the home, or that they see and speak to the children, to ensure they are safe and well. Visits should be face-to-face where possible and should be sufficient to meet the intended purpose of the visit whether that is safeguarding or promotion of the child's welfare.

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Social workers should consider the different needs of babies and young children, as well as disabled children, who may not have verbal communication abilities.

It is also important to note that existing general duties on local authorities under section 17 of the Children Act 1989 in relation to safeguarding and promoting the welfare of children in need in their area remain unchanged. This is also the case for duties under section 47 of the same Act as regards investigating cases where the local authority has cause to suspect that a child is suffering or is likely to suffer significant harm.

PPE Equipment For Children's Social Care Staff

Guidance for infection prevention and control in children's social care settings, including the specific circumstances where PPE should be used, can be found in the guidance on safe working in education, childcare and children's social care settings.

Risk management of visits

In both open and secure children's homes, face-to-face contact with families and professionals has always been allowed.

Face Masks

In England face masks are no longer required in any areas but are still advised in populated areas.

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Other Helpful Information

Please also have a look at the links below, as they are most helpful:

10 tips to help if you are worried about coronavirus:

<https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-anxiety-tips/>

How to look after your mental wellbeing whilst staying at home:

<https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-staying-at-home-tips/>

Surrey And Sussex HPT (South East)

This team covers:

- Brighton and Hove
- East Sussex
- West Sussex
- Surrey

Contact Information:

Surrey and Sussex HPT (Southeast)

Public Health England

County Hall North

Chart Way

Horsham

West Sussex

RH12 1XA

Email: PHE.sshpu@nhs.net

Telephone: 0344 225 3861 (option 1 to 4 depending on area)

Out of hours advice: 0844 967 0069

West Sussex

West Sussex County Council

Central Attic

Third Floor County Hall

Chichester

PO19 1RG

Covid-19 email address: CCCT.Response@westsussex.gov.uk

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Covid-19 duty line service: 0330 222 8044 (runs 7 days a week).

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