

## Coronavirus (covid-19) update

### Self-isolation and sick pay

As of 13 March 2020, employees and workers will receive any Statutory Sick Pay (SSP) due to them from their first day of self-isolation if it's because:

- they have coronavirus
- they have coronavirus symptoms, for example a high temperature or new continuous cough
- someone in their household has coronavirus symptoms
- they've been told to self-isolate by a doctor or NHS 111

If someone has symptoms and lives alone, they must self-isolate for 7 days.

If someone lives in a household and is the first to have symptoms, they must self-isolate for 7 days. Everyone else in their household must self-isolate for 14 days.

If anyone else in the household starts displaying symptoms, the person with the new symptoms must self-isolate for 7 days. This is regardless of where they are in the 14-day isolation period.

For more about households with possible coronavirus:

- in England, see guidance for households with possible coronavirus on GOV.UK

If an employee or worker cannot work, they should tell their employer:

- as soon as possible
- the reason
- how long they're likely to be off for
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Employees in self-isolation need to follow the workplace's usual sickness reporting process.

Employees can 'self-certify' for the first 7 days off work. This means following their workplace process but not having to get a note from a doctor or NHS 111.

Those self-isolating due to coronavirus for more than 7 days can get an online self-isolation note from the:

- [NHS website](#)
- [NHS mobile phone app](#) – for those registered with a GP in England

The Downes recognises employers might need to be flexible if asking for self-isolation notes. For example, an employee with severe symptoms might not be able to get a note straight away.

If an employee does not want to go to work

Some people might feel they do not want to go to work if they're afraid of catching coronavirus. This could particularly be the case for those who are at higher risk.

If an employee refuses to attend work without a valid reason, this could result in disciplinary action.

Update 23/04/2020

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Policy review date: \_\_\_\_\_