

Message to all staff, Monday 16 March 2020

Hi everyone - hope you all had a great weekend and enjoyed the weather the Coast had to offer.

A brief update on Covid 19 and how to protect yourself

The message for all of us continues to be to take care of yourself. Know the symptoms of COVID-19, practice good hygiene, and if you are feeling unwell, please stay at home and work with your manager who will support you.


How to protect yourself and others

If you are unwell, please stay home. Your manager will ensure there is paid leave available for you. If you have any concerns or questions regarding leave please refer to Michelle in the first instance.

Know the [Symptoms of COVID-19](#) which include:

- a cough
- a high temperature (at least 38°C)
- shortness of breath.

Basic hygiene is the easiest and most important way to protect yourself and others. Cough and sneeze into your elbow or a tissue and wash your hands for at least 20 seconds with water and soap and dry them thoroughly.

If you have any questions please refer to your Manager, Dinghy or Michelle as senior members of your management team, 

Kind regards

Dave

Dave Gawn
CHIEF EXECUTIVE
Pike River Recovery Agency