

Our Ref: MSF 132-007-356A-2

24 January 2020

To: All Student Care Centres' operators

MSF Advisory: Travel Declaration in Response to Novel Coronavirus Situation

As part of precautionary measures to ensure the health and wellbeing of children and staff in Student Care Centres (SCCs), the **Ministry of Social and Family Development (MSF) requests SCCs to obtain travel declarations for all children and staff in your centre.**

2 We seek SCCs' support to provide the following information on enrolled children and staff who travel out of Singapore anytime during the period of **24 January to 31 January 2020.** Please send this to **MSF Student Care@msf.gov.sg by 5 February 2020.**

Table 1: Travel Declaration for Enrolled Children

s/n	Child's name	Contact no.	Country of travel	Period of travel

Table 2: Travel Declaration for Staff



s/n	Staff's name	Contact no.	Country of travel	Period of travel

(For centres who do not have a travel declaration form, a sample has been appended below for you to adapt and use)

3 We would also like to inform you that the **Ministry of Health has widened its travel advisory: we should now avoid travel to the whole of Hubei Province (which includes the city of Wuhan),** in view of the additional travel restrictions that China has now imposed on Huanggang and Ezhou cities. MSF strongly advises SCCs' staff to avoid travelling to Hubei Province during this period.

4 **The health of staff and children who have returned from China should be monitored closely for 2 weeks upon their return to Singapore, and seek immediate medical attention if they feel unwell.**

5 We are monitoring the situation closely and will continue to provide updates. An **Advisory to Parents** on the precautionary measures taken by SCCs to safeguard children's health and wellbeing is available on MSF Student Care Portal website and appended below for your reference. **We seek your assistance to disseminate the Advisory to Parents via your communication platforms.**

Advisory to Parents <i>[please refer to pages at the bottom]</i>	 Advisory to Par...
Sample 'Travel Declaration Form' (for SCCs' reference) <i>[please refer to page at the bottom]</i>	 Health Travel Declaration For...

6 If you require any assistance or clarifications, please email: MSF_Student_Care@msf.gov.sg or contact the respective Student Care Officer (SCO) assigned to your postal code area.

Yours faithfully

Siti Mariam Selamat (Ms)
Senior Assistant Director
Service Delivery and Coordination Division (SDCD)
Ministry of Social and Family Development

24 January 2020

Dear Parent/Guardian,

Keeping Our Children Safe - Novel Coronavirus in China

In view of the novel coronavirus outbreak in China, the Ministry of Social and Family Development (MSF) has advised all Student Care Centres (SCCs) to exercise greater caution to ensure the health and wellbeing of children in SCCs. Measures taken by SCCs include the following:

- a. Health checks and temperature screening for all children, staff and visitors
- b. Detection and isolation of any child or staff who are ill, and to advise them to see a doctor immediately
- c. Good personal hygiene practices for children and staff
- d. Good environmental hygiene in SCCs
- e. SCC staff to avoid travel to Hubei Province, where Wuhan city is located. All travellers to monitor their health closely for 2 weeks upon return to Singapore.

2 Everyone has a part to play in keeping our children safe and healthy. We encourage parents/guardians to work closely with your child's SCC on the following:

Practise good personal hygiene with your child

- Have your child cover his/her mouth and nose with a tissue when sneezing or coughing, and to throw away the tissue immediately into a bin;
- Wash hands frequently with soap, especially before eating or handling food, after toilet visits, or when hands are dirtied by respiratory secretions after coughing or sneezing; and
- Not to share food/drinks, eating utensils, toothbrushes or towels with others.

Seek medical attention promptly if your child is unwell

- Monitor your child's health closely. Look out for symptoms such as fever or respiratory symptoms (e.g. cough, shortness of breath).
- If your child is sick, please bring your child to see a doctor immediately.

- Allow your child to stay at home to rest and to return to school only when he or she has fully recovered.

Declare your travel plans with your child

- To keep our SCCs safe for all children and staff, please declare to your child's SCC your travel plans with your child. The SCC will contact you, if you have not already done so. (All staff of your SCC are also required to declare their travel plans.)

3 We are monitoring the situation closely and will provide further updates, if necessary.

Thank you

Yours faithfully

Siti Mariam Selamat (Ms)

Senior Assistant Director

Service Delivery and Coordination Division (SDCD)

Ministry of Social and Family Development

TRAVEL DECLARATION FORM

Dear Parent/Guardian

As part of precautionary measures to ensure the health and wellbeing of your child, we are collecting information on your child's travel plans. We would be grateful if you can take a few minutes to complete this form and return it to the student care centre.

Thank you.

Child's Particulars:

Child's Name:

BC No.:

Contact No.:

Please tick accordingly:

1. Will your child be travelling during the period 24 – 31 January 2020?

Yes

Please state country: _____

Please state travel period: _____

No

I, the undersigned, declare the above information to be true.

Name and Signature of Parent/Guardian

Date

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