

Help stop the spread of the virus – test and protect

You must take personal responsibility and follow all the rules and guidance in place.

You can read the latest guidance on NHS Inform. For the Scottish Government guidance on Test and Protect and information for people who are asked to self-isolate go to www.gov.scot/publications/coronavirus-covid-19-test-and-protect/pages/summary/

Some areas have additional restrictions in place and you need to keep updated at www.gov.scot/publications/coronavirus-covid-19-local-measures/pages/overview/

A summary of the current information on self-isolation is below.

You will need to self-isolate at home if:

- You have symptoms of COVID-19 or you have tested positive for it, you will be asked to self-isolate for 10 days
- If you live with someone who has symptoms or has tested positive, or you have been in close contact with someone who has tested positive, you will be asked to self-isolate at home for 14 days
- You are contacted by Test and Protect Service by phone or an alert from the app and asked to self-isolate. Close contacts are defined by Test and Protect Service as people who have been within two metres of someone who has tested positive for 15 minutes.
- If you live in a restricted area and are contacted by Test and Protect and identified as a close contact of someone who has tested positive for COVID-19, you and everyone in your (extended) household should self-isolate for 14 days.

You don't need to self-isolate if, for example:

- You've heard that someone who attends your workplace or your child's school has coronavirus. You don't need to take any specific actions as long as you and your child remain well and you haven't been contacted by Test and Protect. If you are identified as a close contact, you will be given further advice by Test and Protect.
- Someone in your household without symptoms is self-isolating as a close contact of person who is a confirmed case, other people in the household will not be asked to self-isolate – unless they have also been in close contact with a person who is a confirmed case, in which case they will be informed by the NHS.

Symptoms at work

If you develop symptoms at work then you should leave work to self-isolate straight away, inform your line manager and, if possible, wear a face covering on route and avoid public transport. In these circumstances, your manager will contact the COVID Incident Response service who will appropriately clean the area.

Reporting self-isolation

You should continue to report any period of self-isolation absence in the normal way and to your line manager. If you can, you should send an isolation note to us as proof you need to stay off work because of coronavirus, Get an isolation note. You don't need to get a note from a GP.

If you need to self-isolate because you are following the government guidance or told by NHS Scotland Test and Trace service to do so, then this will not affect your salary or your sick leave record.

For support and advice read [staff guidance on test and protect](#).

Keep following the Scottish Government rules on staying safe and protecting others to help suppress coronavirus (COVID-19).