

Covid Policy & Procedures

UPDATED JUNE 2021

Ensure processes are established to manage the following:

Children arriving at the setting:

Parents/carers cannot gather outside the nursery or enter the nursery

Ask if any household has any symptoms of Covid19 (high temperature, persistent cough) – If YES then they are not allowed in the setting

Use hand sanitizer in reception (use on entry and exit to the setting)

Check children's temperatures (37.8 degrees or above is considered a symptom)

Coats and bags leave in cloak room area

Staff sign child in and out at the door

Lunch boxes place in kitchen (drinks bottles remain in the setting/labelled)

Wash hands thoroughly on arrival at the setting, before eating and regularly while they are with you Encourage children to avoid touching their face, eyes, nose, and mouth

All staff wear masks when letting in a visit or settling in, parents will be informed when coming to look round the nursery that a mask is required on entry into the nursery

Play and Learning:

Sessions will be mainly planned for outdoors.

Therefore, appropriate clothing will be required – wellies, coat, sunhat, sun cream (if your child requires a particular cream, however nursery does provide this)

Extra curricula activities using outside agencies – Dance, football, and swimming, are not commencing at this moment. However, dance and football will be planned for by staff, so children receive a breadth of experiences.

Planning will commence as normal in the setting with resources kept to a minimum-all enhancements are continuous provision will be available for children to experience.

We will support all the children in developmentally appropriate ways to help them understand the changes they may face because of COVID-19; the steps they need to take to help keep themselves safe including regular hand washing and sneezing into a tissue.

Implement social distancing where possible, small group sizes

Minimise the furniture in the setting and keep areas open (no small, confined spaces)

Ensure children wash their hands regularly throughout the day, as well as before eating, after coughing or sneezing (children to be encouraged to go independently with adult supervision at a safe distance)

Outdoor toys are to be cleaned after children's use

Staffing:

All staff coming into the setting should avoid non-essential public transport travel, whenever possible and outside of setting hours, should minimise social interactions, as per national guidelines.

Staff to remain within the childcare setting during their full shift; this is to minimise the risk of staff contracting the virus whilst out on lunch break such as going into shops etc.

Staff are cleaning and disinfecting regularly touched objects and surfaces more often Staff to change into their clean uniform when they arrive at nursery each day

To wash hand regularly All staff to follow national guidelines, minimising social interaction outside of the settings hours and always operate safe procedures

Staff should only attend if they are symptom free

Staff to perform lateral flow tests twice a week on a Wednesday and a Sunday If a child/family member starts to display symptoms or tests positive.

Staff lunch breaks:

Bring lunch and drinks with you as we have asked you to stay onsite where possible to keep children and staff safe

If a child/ family member starts to display symptoms or tests positive:

If a child begins to display symptoms, they should be sent home to isolate as per the guidelines.

A child awaiting collection should be moved to a separate room while they are collected. If it is not possible, then move to an area which is at least 2 meters away from others. A window should be opened for ventilation. Whilst with the child the staff member is to wear a face mask. All areas where the child has been thoroughly cleaned and disinfected.

If your child has displayed symptoms of Covid, you will need to take your child for a Covid test. A negative result will then mean your child can come back into the setting. If you chose not to take your child for a test, we will ask you to keep your child off nursery for 14 days. This is to ensure the safety of all children and staff within the setting. If a family member becomes unwell and one of the three main symptoms your child is to stay at home until a test has confirmed what the symptoms are. If unfortunately, the test is positive the child is to stay at home for 14 days from the positive test date. It is the management/companies degression if we your child is fit to come back to the setting after contracting COVID 19. We may ask if your child is still displaying symptoms for them to be retested before re attending the setting.

Lateral flows are not to be used for someone who is symptomatic, your child will be asked to have a PCR test if they have one of the three symptoms of covid 19

Snack and lunch time:

Sit children apart as much as possible – children to be carefully supervised with staff to ensure no sharing of food and drink, utensils. No cups – only child's drinks bottle. PLEASE ENSURE YOUR CHILD HAS A DRINKS BOTTLE WHICH IS TO BE LEFT AT NURSERY Staff and children MUST wash hands before and after eating.

Cleaning:

Wear disposable gloves for cleaning and dispose of immediately after cleaning

Clean touched surfaces frequently this includes tables, chairs, resources, equipment doorknobs light switches, door handles, toilets taps and sinks.

Carry out more frequent handwashing.

Rooms- resources and surfaces to be cleaned regularly throughout the day and thoroughly at the end of each day.

Bathrooms to be cleaned after lunch time and at the end of the day.

Social Distancing:

It is exceedingly difficult and hard to maintain in the nursery setting, but staff should implement measures as far as they are able, so children are kept safe and well. As much as possible, children and staff should be spaced apart.

Pay particular attention to handwashing before and after supporting children who need help – nappy changing, toileting or eating and well as avoiding touching their own face whilst working with the children.

Use age-appropriate ways to encourage children to follow social distancing, hand

Washing, and other guidance, including through games, songs, and stories.

When children are sitting at the table sit them apart

Try and keep apart outside as much as possible – during a physical activity encourage children to keep their distance (like a game make it fun)

Toilet and hand washing one at a time

Fees:

If your child is unable to attend the setting due to Covid/symptoms fees are still payable in full.

Nursery fees/holidays:

Should you choose to holiday outside of a country that has no travel corridor, you will incur full fees with no exceptions while you self-isolate for the required time of isolation, we would require you to advise us as to where you are travelling to, as we want to continue to keep of children and staff safe. Should you choose to holiday in a country that has a travel corridor and the government change the rules whilst your away and therefore you are having to self-isolate when you return home full fees will still be applicable. If you need advice on what countries do have travel corridors in place, please look at DirectGov website for up-to-date information on travel.