

Coronavirus Policy (COVID-19)

(To be read alongside the Covid-19 Risk assessment and Covi-19 Site operating procedures)

Introduction

This policy applies to all employee's and service users including parents, children and third party users, social care, police and fire rescue services and any other person wishing to gain reasonable access to the setting (this list is not exhaustive of all users defined).

Purpose of the Policy

To protect all employee's and service users of Little Explorers Rainford, including parents and children, from encountering Coronavirus (COVID-19).

To maintain the minimum level of staff needed to continue to provide early years education service and to meet the welfare and care needs of the children who attend the setting.

To ensure that the prevention of the spread of Coronavirus (COVID-19) remains at a minimum risk.

Nursery Closure

Closure is possible at any time that it is felt necessary to prevent the spread of Coronavirus (COVID-19) and to ensure the health and safety welfare of all employee's, children, parents and service users. We will continually monitor the risk factors of keeping the setting open as a viable option, and may so at any time, revert to a closed status, with no children permitted on site, to a partially closed status, where setting places may well be limited to, but not excluding, vulnerability, age, need of care, critical key worker status of parents, special educational needs (SEND), children whom have an EHCP plan in place, children in care, children who have a social worker allocated to them already.

Monitoring

Little Explorers Rainford is closely monitoring and gathering information from the Department for Health England, The Department for Education, and our Local Authority. All guidelines delivered and updated through official government sources will be implemented to ensure we have the most up to date information and work practices in place which concern the spread and containment of the Coronavirus (COVID-19).

This includes all training and delivery methods to all employee's, Directors and any other third party associated with the running or participation with Little Explorers Rainford.

All staff will be provided with access to the government guidance regarding Covid-19, and specifically the Early Years.

Little Explorers Rainford reserves the right to make all changes to this document to uphold guidance of safe working practices and delivery methods for the early years education sector.

Employees

- Employees are always advised to practice strict hygiene and cleanliness procedures.
- Employee's must wash their hands at regular intervals for a minimum of 20 seconds using soap and warm water.
- Employees are advised to cough or sneeze into their elbow when a tissue or other vessel cannot be reached in time and are then to always wash their hands afterwards.
- Employees are advised to avoid contact with others, such as handshakes and are to maintain a social distance of 2 meters (6ft) . Where this is not possible to maintain a social distance of 1 meter plus any other mitigation. See Gov.uk for guidance as to appropriate mitigations.
- Employees are to avoid touching their eyes, nose, and face whilst on the premises and whilst children are in their care.
- Employee's must wash all their uniform before entering the premises for their next shift. This must include the cleaning of all appropriate footwear.
- At the end of each day, employees must clean and sanitise all surfaces, following the cleaning check sheet for guidance, ready for the following days usage.
- Employees will be observing social distancing other staff members, staggered lunch times and additional PPE when required.
- Only disposable towels will be permitted for use whilst on the premises.
- At snack, nappy changes/toileting help and any other close contact with the children, staff will be required to wear the appropriate PPE equipment.
- The office will be cleaned during and at the end of every day
- We will only be allowing essential visitors into the setting during nursery hours.

Families

- We note that children will meet staff members and other children attending the setting during the session times. Although every measure will be taken to ensure that your child has minimal contact with others outside of their bubble, children of the early years age group will inevitably want to hug and touch others through play or when needing comfort. We therefore suggest that parents change their children into different clothing when they return home and placing that days clothing in the wash.
- We do ask that at all times, you respect our neighbors', with any social distancing measures that they may have in place outside, and that you adhere to those wishes also.
- All parents, children, must adhere to the markings and direction when entering our site and must not cross over these markings until instructed to do so by a member of the staff/Directing team. Parents will always be given an allotted time slot to drop off their child to allow for social distancing to be maintained. This will reduce the social contact to help keep the welfare and safety of our staff a top priority.
- We will be asking adventurous (over 2) to come to the gates at the back rather than the front doors for drop off and collection. Explorers (under 2) are to come to the front door
- We will be spending lots of time enjoying our outdoor area and so ask that your children come dressed ready for all weathers.
- Each child will be allocated a primary carer for their sessions each week. We will do our best to keep this within the existing key worker relationships. This will try to help to reduce any cross contamination. The primary carer will support your child with play, nappies/toileting, hand washing, feeding, and any other needs through the day.
- Each child will wash their hands-on arrival, and at regular intervals through the day.
- We will have an enhanced cleaning routine and provide specific targeted resources each day for children.
- We have identified resources and activities to support each of our children on their return to nursery and help cope with any separation anxiety or worries they might have.
- Children will be actively encouraged to wash their hands after every activity or after playing in a specific area. We will use water and hand soap for this with a minimum wash time of 20 seconds per child, demonstrating good

modelling behaviors for the children to see best practice when doing this.

After an activity/toy playing session has ended, all equipment/toys shall be cleaned after every use.

- If your child comes home in spare clothing from the setting. Please can you ensure that this is washed and returned to the setting upon your child's next attend session.
- Once your child has been collected, please leave the premises by following the route laid out in front of you. Please do not remain outside of the building for any other reason.
- If you require to talk to the staff regarding your child's attendance, a telephone consultation will be arranged for you.
- If you are required to sign an accident/incident form, these will be sent via Ey log.
- If you require you child to go home with the use of a pram or other aid, can we please ask that you move away from the building, following the designated route, and only when safe to do so by following social distancing rules, then access the desired equipment that you need.

If there is a suspected case within the setting

- If a child presents with any symptoms of Covid19, we will calmly move the child in to the isolation area.
- Their primary carer will stay them whilst we arrange for a parent to come collect them. The primary carer will wear PPE at this time, and for the duration of the isolation.
- If it is possible, we will open a window, for ventilation. We will encourage the child to avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the PPE bin.
- We will deep clean the room once they have been collected.
- The primary carer will securely bag their clothes and change in to spares.
- We will dispose of the PPE using the government guidelines
- If the child needs to go to the bathroom whilst waiting for medical assistance, they will use a separate bathroom. Which will be deep cleaned once the child has gone home.
- We will make sure that children and young people know to tell a member of staff if they feel unwell.
- **Should you or an adult present with symptoms within your household, then you have a duty of care to inform the setting at your first available opportunity and without unreasonable delay.** Should you fail to do this, your place within the setting maybe terminated without notice.
- Families should have a test carried out for the child. Where the child tests negatively they can return to the setting.

United Reformed Church Hall
Higher Lane
Rainford
WA11 8AL
01744885057



- If the child tests positively for Covid-19, the family must notify the setting. The other members of the Bubble will be informed and will need to follow latest government guidelines on self-isolation.
- If a staff member presents at nursery with any symptoms, they will be sent home to obtain a test. Once the result is given the appropriate government guidelines will be followed.

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Heather Lomas
Owner and Director

Rachel Mchugh
Nursery Manager

Telephone: 01744885057
Email: info@littleexplorers.xyz