

Nursery & Pre-School

Policy for the Management of Coronavirus (Covid-19)

Aim

Our aim is to prevent the spread of the Coronavirus (COVID-19) for our nursery children, their families and the Bushey Gan staff by minimising the risks and keeping everyone safe. We have worked very closely with Hertfordshire County Council to ensure that we can fulfil this aim.

The prevalence of the virus has decreased since lockdown in March. The NHS Test and Trace system is up and running and there is more understanding about the measures that need to be in place to create safer environments.

The scientific evidence shows that the coronavirus presents a much lower risk to children than adults of becoming severely ill, and there is no evidence that children transmit the disease any more than adults. However, there are still risks while COVID-19 remains in the community.

To manage the risks we have put in place a range of protective measures to help reduce the hazards, and thus endeavour to keep everyone safe.

Procedure

To minimise the spread of the virus and its transmission, we will put a 'system of controls' (protective measures) in place. It is important that all of our staff and all of our families understand, support and apply these controls. These systems of controls refer to **Prevention & Response to Any Infection**. At nursery we will adopt the 'system of controls' set out below in a robust way thus ensuring there are proportionate safeguards for children as well as staff and consequently reduce the chance of transmission.

Prevention:

- We will manage any confirmed cases of the virus in the nursery in line with current public health guidance. Staff and children may be asked to self-isolate for 14 days (based on advice from the local health protection teams) if they have been in close, face to face contact with someone who has tested positive for the virus
- We will minimise contact with individuals who are unwell by ensuring that children who have coronavirus (COVID-19) symptoms or have someone in their household who has symptoms does not attend nursery
- Anyone who develops symptoms during the nursery day will be sent home immediately. When a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door with appropriate adult supervision with a window open for ventilation. If they need to go to the bathroom while waiting to be collected, they will be taken to a separate bathroom and the bathroom will be

cleaned and disinfected before being used by anyone else. PPE must be worn by staff caring for the child while they await collection

- If anyone at nursery has symptoms of coronavirus (COVID-19) - a high temperature, new and persistent cough or a loss of, or change in, normal sense of taste or smell (anosmia), however mild, they should self-isolate for at least 10 days from when their symptoms started; or if they are not experiencing symptoms, but have tested positive for coronavirus (COVID-19), they should self-isolate for at least 10 days starting from the day the test was taken
- If a member of your household has been asked to isolate, the nursery asks that you do not send your child into nursery until the recommended isolation period is over
- Covid tests can be booked online through the NHS website, and all children under 5 can be tested for the virus
- If someone has tested positive whilst not experiencing symptoms, but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms
- Any members of staff who have helped someone with symptoms and any children who have been in close contact with them do not need to go home to self-isolate. However, they must self-isolate and arrange for a test if they develop symptoms themselves. Members of staff are classed as essential workers and have priority to testing
- The Coronavirus is an easy virus to kill when it is on the skin. This can be done with soap and running water or hand sanitiser. Therefore, we will ensure that everyone cleans their hands more often than usual, including when they arrive in the morning, when they return from breaks, and before and after eating - this will be done for 20 seconds with soap and running water and then hands will be dried thoroughly. If handwashing facilities are unavailable we will use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- We will promote the 'catch it, bin it, kill it' approach, to ensure good respiratory hygiene and will ensure that we have enough tissues and covered bins available in the nursery to support children and staff to implement this routine. We will ensure that the younger children are helped to get this right, and all children understand that this is now part of how the nursery operates
- We will ensure that enhanced cleaning is undertaken, including cleaning frequently touched surfaces more often
- In order to facilitate cleaning, we have removed unnecessary items from learning environments. Public health advice is to remove all soft toys, and any toys that are hard to clean, for example pillows, bean bags, dressing up clothes and rugs. There will be no shared messy activities, for example, playdough, sand and water play etc.
- We will promote good ventilation in all areas of the nursery, and as much as possible windows and doors will be kept open at all times
- We will aim to use the playground as much as possible, weather permitting. All outdoor equipment will be wiped down after play
- We will ensure that there are clear procedures for maintaining cleaning processes for food preparation areas and eating areas
- Where necessary staff will wear appropriate personal protective equipment (PPE)
- A robust risk assessment will be carried out continuously throughout the nursery day
- We will follow our normal policies
- We will keep parents updated
- We will keep track of the health of staff and pupils.

- We will manage the setting in a way that aims to support the children and adults to social distance as much as possible
- We will be enforcing a one way-system in and out of the nursery to promote social distancing, and request that parents follow the teacher's instructions and wear a face covering when entering the building

Response to any infection:

- We will engage with the NHS Test and Trace process
- We will manage confirmed cases of coronavirus (COVID-19) amongst the setting community
- We will contain any outbreak by following local health protection team advice
- We will notify Ofsted

Cleaning

All play equipment will be appropriately cleaned between groups of children using it, and we will ensure that multiple groups do not use it simultaneously.

Additional attention will be given to all frequently touched areas like light switches and door handles.

Lidded bins will be used, which will be emptied regularly and the waste disposed of safely.

Additional Protective Measures

We ask parents to follow the list below of additional protective measures, to ensure sound hygiene procedures are maintained:

- The children are asked to come into nursery with fresh, clean clothes daily
- For any children who have a comforter or soft toy that they will be upset if they don't have, we ask parents to bring one that can remain at nursery
- Children are asked to not bring in any toys from home
- Please bring in a bag of spare named clothes for your child at the beginning of each week. This bag will remain on your child's peg in nursery until the end of the week. Please replenish any items as they are used
- Please supply fruit or vegetables for your child's snack time in a named container that can be wiped down when the child arrives. Please ensure that your child can open their food independently
- For lunch and snack times we will use disposable items which do not need washing up
- Please keep your child away from nursery if they are showing **any** signs of any illness, **especially** covid-19
- In hot weather please apply sun cream before nursery, ensure named hats are supplied and children's shoulders are covered
- Parents are encouraged to limit the number of settings their child attends, ideally ensuring their child only attends the same setting consistently. This is also the same for staff

Public Health England (PHE) is clear that if early year's settings do this, and crucially if they are also applying regular hand cleaning, hygiene and cleaning measures and handling potential cases of the virus as per the advice, then the risk of transmission will be lowered.

Parent /carer Access into the Nursery

Where possible we are avoiding any visitors entering the nursery buildings.

Parents and carers are only permitted into the nursery in essential situations, and this is only with the express permission of a member of staff. We ask that ideally the children are dropped off and collected at the main nursery door. If your child is happy to come in without you, please encourage this. The teachers will come out of the classrooms to encourage this new practice.

We request that all adults wear a face covering when entering the building.

We do understand that some children may need the support of their parent or carer on arrival, especially our new children and in these cases we do invite parents in for a short period of time. If you are entering the nursery social distancing must be maintained, hands must be sanitised prior to entry, face masks worn and shoe coverings placed over your shoes, which will be provided by the nursery.

At collection time the children will be brought out to their parents or carers, preventing the need for anyone to come into the nursery.

Parents are asked to call ahead if they need to pick up their child early.

Until the guidance changes prospective parents are not able to view the nursery.

Other Synagogue Users

Any other users of the premises have the responsibility to thoroughly clean all the areas used after use. However we will give additional attention to all frequently touched areas like light switches and door handles before opening the nursery each day.

We have requested that no other users of the building enter or leave the building during the children's drop off and collection times.

The nursery is closed to all visitors for the time being, and any delivery personnel will not be able to enter the setting. However, for anyone that needs to enter, such as contractors, site guidance on social distancing and hygiene will be explained on or before arrival.

Our extra-curricular classes will not take place until Government guidance allows, as external providers are not able to enter the site.

The caretaker and security guard will be on the premises and they will remain 2 metres from parents/children/staff to maintain social distancing. The Security guard will "encourage" social distancing and ensure parents do not congregate.

Staff

Upon arrival on site, staff should either wash their hands or sanitise them before entering the nursery.

PPE

The staff will wear PPE when they handle food, take children to the toilet and administer first aid. This may include masks, gloves, aprons and visors and we will ensure that there are ample supplies should a child fall ill.

Staff will wear full PPE when interacting with parents during drop off and pick up times to protect all of the adults.

Kitchen Area & Office Equipment

Use of the kitchen will be kept to a minimum, and all work surfaces will be cleaned before and after use. When handling food the teachers must wear gloves, apron and mask and all food will be served on disposable platters, plates, cups, and cutlery. Door handles, light switches etc. to be wiped with disinfectant after each person touches.

If a teacher needs to use the photocopier or printer then they should use gloves and wipe the machine before and after use with the supplied disinfectant wipes. Door handles, light switches etc. to be wiped with disinfectant wipes after each person touches

Toileting

Different classes of children do not need to be allocated their own toilets, but toilets will be cleaned regularly, and the children will be encouraged to clean their hands thoroughly after using the toilet.

The staff will wear PPE when they take the children to the toilet and change any soiled clothes or nappies.