



Covid 19 Policy

The preschool will begin a phased reopening from early June. Initially we will be inviting our 4 year olds to return. This will enable a more seamless transition to primary school in September. We hope to extend this to more families as soon as possible and will keep you fully informed throughout the process.

HOW WE ARE MAKING PRE-SCHOOL AS SAFE AS POSSIBLE?

- The children will be kept in their own little bubble with the same staff members
- We have carried out extensive risk assessments which will be under constant review
- Everyone will wash their hands thoroughly, using the 20 second hand washing technique, throughout the day with adult supervision.
- There are hand sanitisers both inside and outside the setting.
- Where-ever possible Children will have their own resources to use.
- We will be cleaning the equipment and pre-school daily using a thorough cleaning system.
- We have put signs and posters around the premises to support the children.
- All doors and windows will be open at all times, as good ventilation is believed to help prevent the spread of infection.
- The majority of our fun daily activities will take place outside where the risk of transmission is lower.

RESOURCES

- The children will have their own named tray for their belongings such as hats, jumpers etc.
- Each child will be provided with an A4 zippy bag containing their own crayons, pencils, whiteboard pens and a fun workbook which is for their use only. These will be kept in their trays when not in use.
- Any shared resources will be cleaned before and after use using anti-bacterial spray or wipes. Toys will be washed throughout the day.

WHAT DO CHILDREN NEED TO BRING?

Children will need a coat (if it's wet or cold) or a sun hat, etc. These items will be kept in their individual trays. If possible, please avoid children bringing in items such as toys. If children are having a packed lunch, these should arrive in named plastic bags so everything can be disposed of.

ARRIVAL

- Please arrive with your child as promptly as possible at 8.45 a.m.
- Parents/carers must wear a face covering.
- Please socially distance on the pavement outside the pre-school, or wait in your car if you prefer.
- You will be asked to enter one at a time through the big main gates into the waiting area which is sign posted.
- A member of staff will greet you and sign your child in and they will then go into the front play area to wait for their friends to arrive.
- Our staff will maintain a 2-metre distance from other adults.
- If your child becomes upset, staff will step forward to comfort and reassure them so that parents can depart.
- Only one parent can drop off and pick up and no siblings allowed. This is to reduce the number of people on site.
- Parents must leave immediately and must not congregate outside pre-school.
- Once one parent has left another parent and child can come into the waiting area ready to be signed in.

SNACK AND LUNCHTIMES

We will provide a snack for morning break, which will be fruit and toast.

- Children will wash their hands before and after eating.
- Children will be socially distanced at the tables
- Tables will be cleaned before and after the children eat.

PICK UP

- As with drop-off, only one parent can collect.
- Parents/carers must wear a face covering.
- Siblings are not allowed to come on site.
- Parents must wait outside until a staff member comes out with their child.
- As at drop off time social distancing must be followed and only one parent can enter the 'waiting area' at a time.

RETURNING HOME

Parents are advised that on returning home, children should change out of their clothes so they can be washed. Parents and children should also wash their hands. Staff shall also do the same.

CLEANING

The pre-school has necessary cleaning equipment so staff can clean surfaces equipment regularly throughout the day. Toilets and sinks and other areas will also be cleaned which experience high use. Any shared resources will be wiped before and after use. There will also be a deep clean every evening.

HANDWASHING AND HYGIENE

Children and staff will need to wash their hands, with soap, for 20 seconds regularly throughout the day. Paper towels will be provided to dry hands and the bins will be emptied regularly.

Hand sanitiser can be found outside and inside.

We will recommend that children wash their hands when:

- they arrive
- when they go to the toilet
- before they eat
- after they come back inside
- when they cough or sneeze

Hand hygiene will be supervised and monitored by staff. We will also ensure that hands are dried properly in order to prevent skin from getting sore.

Small, lidded bins have been provided in the pre-school for used tissues and we will be promoting the NHS message, **'catch it, bin it, kill it.'**

RESPONDING TO A SUSPECTED CASE

- If anyone develops coronavirus (COVID-19) symptoms, parents will be phoned and asked to collect their child immediately. Please ensure that we have up to date contact numbers to reach you on.
- Whilst awaiting collection, a member of staff will wait with your child in the entrance hall with the door open. Staff will be wearing appropriate PPE.
- All staff and pupils who display symptoms should access a test provided by the appropriate health care professional. This will not be arranged or carried out by pre-school but we can help you seek further advice if your child or someone in your household becomes unwell.

- Government guidance states that, before a positive case is confirmed the rest of the bubble can come to school as normal. However, we will always email parents if there is a suspected case so you are kept fully informed and can make the best decision for your family.

If any children or staff test positive, the rest of the bubble will be advised to isolate for 14 days.

HOME/PRESCHOOL AGREEMENT

Families whose children will be present in pre-school must read and agree to the following protocol to ensure we can manage the wellbeing of children and staff as effectively as possible during the current coronavirus pandemic.

Families must:

- Check that their child does not have a temperature or cough each morning before leaving home.
- Follow the government guidance for infection control and report immediately should anyone in the home present with symptoms.
- Ensure that the person dropping off and picking up their child washes their hands before leaving home.
- Adults must hand over children at the gate and cannot access the pre-school building, staff will support children with this. Once the child has been safely received the adult must leave the site.
- Remain outside the pre-school grounds as much as possible to reduce the footfall inside – all queries and feedback should be via email or by telephone.
- Adhere to social distancing advice when dropping off and collecting children, and only one adult should accompany their child.
- Keep the pre-school informed of any changes in work patterns, childcare arrangements and/or health needs.
- Collect children as soon as possible should they become unwell or present with symptoms whilst in school as they will have been isolated from their bubble.
- Understand that should anyone in the bubble test positive for COVID19, the bubble will have to close and all members self-isolate for 14 days as a precautionary measure.
- Ensure that a child with symptoms is tested and report the results to the pre-school.
- Ensure that clothing is washed and cleaned each day.
- Ensure that children do not bring any items from home into pre-school if possible. If children are bringing their own lunches they should be sent in disposable bags that can be thrown away after lunch is eaten.
- Provide their child with spare clothes in case of toileting accidents as preschool spares cannot be used due to minimising spread of infection
- Help their child to understand the changes in their preschool routine and support them to follow instructions and behaviour expectations within what will be a different context.

- Recognise that there may be a point when the preschool cannot remain open, either through staff absence, identification of increased risk or government instruction and understand that this is then beyond our control.

Pre-school will:

- Welcome children and treat them with care and dignity and offer the reassurance they will need during this unsettling time.
- Provide a range of activities which will engage children so that they have a fun routine
- Ensure children wash their hands regularly throughout the day and before they leave the building.
- Not allow staff or children to mix bubbles.
- Keep the room well ventilated throughout the day and ensure there are repeated opportunities for children to be outdoors.
- Follow a rigorous cleaning and hygiene plan throughout the day, every day.
- Immediately remove from pre-school and contact parents to collect their child should they present with any symptoms during the day.
- Endeavour to remain open for as long as safety and staffing will allow.
- Follow all government directives related to managing the coronavirus pandemic, this may include changes to protective measures or even instruction for complete closure.
- Do all we can to care for your children so that they are as safe as we can possibly make them and are with people who are familiar to them.

Date of Policy: 1st June 2020

Date of Policy review: Under constant review