

## **Covid 19 policy: Social distancing is a priority to protect everyone**

**Seedlings Day Nursery is reopening on 1st June for reduced number of children and staff.**

**We recognise that children under 5 are unable to observe social distancing rules therefore the nursery has to introduce other measures to keep children, staff and parents as safe as possible.**

**Please note that this policy is a working document and will be updated and reviewed when necessary.**

### **Access to building:**

- Parents, siblings will not be able to access the building/ garden, handover will happen by the gates
- One parent per household only
- Parents are required to keep 2 meter outside the premises, the nursery will not be able to monitor that

### **Drop off/pick up**

- Pre-school in the covered garden – bell by the gate to be used,
- No parking on the drive, please
- Rainbow and Cabin groups at the main gate – walk children in or push them in the buggy staff members will escort them to their room - buggy storage for babies only, to reduce traffic

### **Staggered drop off and pick up times**

- As there was very little interest in early opening we'll keep the opening times as 8-6
- Parents who are flexible are asked come between 9-9.30 and collect their child from 4.30-5.10
- Please, put any belongings to designated table by the gate; could you label all items, bags, hats, clothes, nappies before coming in

### **Feedback to parents:**

- Please do not hold staff members at the gate, if you have questions, or wish to discuss confidential matters please contact us by phone to **Elizabeth (07725794009), Andrea (07725794008)** or **Camille/nursery mobile (07860939804)** during working hours or email at [seedlings@seedlingsdaynursery.com](mailto:seedlings@seedlingsdaynursery.com)
- As personal contact is difficult by social distancing, we will carry on posting observations and messages on Tapestry
- For Yellow and Orange groups we may be carrying out more group rather than individual observations
- Please do not leave voicemail on the landline. Thank you

**Staff deployment/ risk assessment:**

Some staff redeployment has been necessary to accommodate transitions and changes in children's number.

- we still have some colleagues on furlough,
- we have employed two temporary helpers who have been vetted, to cover staff absence and breaks with supervision from members of the team
- risk assessment has been carried out according to government advice - [Planning guide for Early Years and Childcare Settings](#)
- face-to-face staff meetings move to Zoom

**Staff getting to and from work**

- with regards to colleagues using public transport with number of changes – we are making arrangements for car share to ensure that colleagues have no or minimal need for using public transport
- staff travelling to work with car share or public transport will be bringing their uniform and change on the premises
- others who would normally use public transport changed to cycling or walking

**High standards of hygiene and use of PPE**

- staff are used to frequent handwashing in general, but will observe 20 second thorough process
- we have provided all necessary facilities for handwashing, sanitising, gloves, aprons and masks
- masks won't be worn in everyday interactions as standard
- if a child or colleague is showing symptoms of Covid-19 they will be isolated and those looking after them will be wearing masks for their own protection as the distance of 2 meters cannot be guaranteed

**Staff contact with children**

- will not change in fundamental way, children will be comforted and distracted if they are upset
- babies will be carried
- supported at mealtimes, sleep times
- will be given appropriate first aid

**Social distancing for staff**

- staff are asked to spread out when supervising children e.g. at story time sit on a chair
- reduce mingling or working too close to each other
- don't make unnecessary contact
- reduce passing through rooms to essential activities
- Number of children per room is reduced for June, this has been communicated to and agreed by Elizabeth

- Large gatherings – unfortunately not possible for the time being – no school leavers’ party, summer carnival etc,

## **Sickness policy**

**“The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:**

- a new continuous cough
- a high temperature (according to current guidance 37.8C or above)
- a loss of, or change in, your normal sense of taste or smell (anosmia), we are unable to detect this as children cannot communicate it yet

*For most people, coronavirus (COVID-19) will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19 – go to [testing](#) to arrange.” Gov.uk website*

**“Who can ask for a test? You can ask for a test:**

- for yourself, if you have coronavirus symptoms now (a high temperature, a new, continuous cough, or a loss or change to your sense of smell or taste)
- for someone you live with, if they have coronavirus symptoms
- This service is for people in England, Scotland, Wales, and Northern Ireland.

***In England and Wales, you can ask for a test for a child who lives with you, whatever their age.” Gov.uk website***

- We are not checking children’s temperature routinely. We’ll look out for usual signs of illness such as being withdrawn, feeling hot, flushed, looking pale, generally not themselves.
- We then take their temperature, record it and make the decision to isolate them from the rest of the group
- Contact parents who will have to collect children immediately
- Please make sure we have your up to date contact numbers and you are contactable at all times
- Isolation areas will be disinfected after the child leaves
- Parents and children should not come to the setting if they display coronavirus symptoms

*„Where the child or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation. If the child or staff member tests positive, the rest of their immediate group within their setting should be sent home and advised to self-isolate for 14 days” Gov.uk website*

*„As part of the national test and trace programme, if other cases are detected within the setting, Public Health England’s local health protection teams will conduct a rapid investigation and will advise settings on the most appropriate action to take. In some cases a larger group may be asked to self-isolate at home as a precautionary measure. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.” Gov.uk website*

- In case of vomiting and diarrhoea the usual exclusion will be extended to 48 hours due to the fact that this is a symptom of Kawasaki disease that is linked to coronavirus in children

### **Nursery operation:**

#### **Cleaning**

- Daily washing of sheets and blankets, disinfecting mats after each use
- Frequent cleaning of tables, chairs, door handles, toilets, taps, sanitiser dispensers
- Frequent cleaning of phones, tablets, pens etc handled by staff
- Sterilising of toys/equipment
- Using easy clean, wooden, plastic toys, clean them after use
- Storing soft toys and furnishings
- Carpet cleaning
- Daily cleaning of floors, stairs

#### **Groups/bubbles**

- We set up dividers in the garden to reduce contact between group
- If resources are shared they will be sterilised before passing them on
- Recent experience shows that it will be difficult to keep children in their groups, separate from others, as siblings meet at home anyway, but we will do our best to limit contact
- Due to the layout of the nursery, all pre-schoolers will still share the toilet facilities – this is why we increase cleaning

#### **Children's routine, activities:**

- Key person: we will be working as a team and look after children withing the group, key person system is suspended until further notice
- Staff members will role model good hand and respiratory hygiene
- Supervise children at handwashing
- There may be fewer 1-to-1 activities/observations than previously
- Personal comforters used for sleep can be brought in, kept at the setting in children's own bag
- Other toys should not be brought in, unless in the interest of the child's wellbeing
- We set up nose wiping stations for children to access at all times
- They are already used to hand sanitisers
- Toothbrushing is suspended for the time being
- Some of the messy play will have to be scaled back

#### **Transition:**

- This period is usually the beginning of the Summer transitions – as children go to school, most children move up during and new children join
- We are reviewing settling in routine for children due to move /start in a few months
- A few children will be moving groups at the beginning of June, they will have spent plenty of time in new surroundings during lockdown

### **Children's welfare during covid pandemic**

- We are using educational resources suitable to young age groups to inform children about steps to protect them, how they can protect themselves, awareness of germs, hygiene
- They will be involved in looking after toys e.g. put them in separate container when they finished with it to sterilise
- We will not stop children from playing close to or hug each other

### **Statutory guidance changed for the duration of the outbreak**

- Early Years Foundation Sage: coronavirus disapplications 24/04/2020
- Despite the relaxation, Seedlings is still meeting the staffing and first aid requirements
- Learning and development requirements – due to limited access to certain resources – some areas may not be accessible during this period
- Report writing suspended until the end of outbreak in line with relaxation of EYFS guidelines

### **Meal times**

- Adults will serve meals with gloves to prevent cross contamination – children won't be sharing from the same bowl
- More frequent handwashing

### **Physical exercise**

- We are very fortunate to have large outdoor area therefore children will be spending as much time outside as possible
- In hot weather we'll use the morning and afternoon hours for energetic play and relax indoors in the heat of the day
- No access to Forest School at the moment as Garthorne Road Nature reserve is closed
- Activities in Forest garden – digging, planting, mud play
- Football and fitness sessions with our coaches are cancelled for now – children will still take part in ball games, races, obstacle courses, dancing etc.