

# Covid-19 Coronavirus Pandemic



Policy Adopted: 26 May 2020 and subject to change at any time in line with Government advice and recommendation

Key Legislation and Guidance:

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-early-years-and-childcare-settings-from-1-june>

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

Overriding existing Giggles Galore policies and procedures where appropriate, during the period of the pandemic. To be reviewed on an ongoing basis.

Covid-19



<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

In accordance with the government's roadmap to recovery after the coronavirus outbreak and making plans to welcome all the children back to Nursery, we will:

1. Prepare the premises
2. Implement practical measures to reduce risk
3. Review staff availability to work in the setting
4. Agree a protocol for responding to a suspected case of coronavirus and ensure the Nursery is prepared
5. Communicate changes and processes with staff
6. Communicate expectations with parents and carers
7. Identify the likely numbers of children returning to the setting
8. Plan the setting's groups of children to reduce contact between children and staff
9. Identify safeguarding, special educational needs and disability (SEND), child wellbeing and welfare requirements

Giggles Galore, Main Street, Holbeach Drove, Spalding, Lincs PE12 0TW

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Registered in England and Wales No. 08474640

## **In practice**

### **1. Preparing The Premises**

All frequently touched surfaces, equipment, door handles, and toilets used during the day, will be cleaned thoroughly several times a day

Children in the Nursery cannot be expected to remain 2 metres apart from each other and staff. Therefore the Nursery, in conjunction with the staff and parents/carers will:

- ensure parents are advised to keep children with any symptoms at home
- ensure staff who are symptomatic do not attend work
- ensure frequent hand cleaning and good respiratory hygiene practices
- regularly clean toys and equipment
- minimise contact and mixing with other groups in the Nursery building
- keep children and staff together in small groups
- limit sharing of toys between children

### **Risk assessments**

Fire alarm procedures and assembly points will be adjusted according to where the children are located in the Nursery, and assembly will be in small groups.

To facilitate cleaning, the Nursery will remove unnecessary items from learning environments where there is space to store them elsewhere. Public health advice is to remove all soft toys, and any toys that are hard to clean, such as those with intricate parts. Where practicable, the Nursery will remove soft furnishings, for example pillows, bean bags and rugs. \*No toys belonging to the children to be brought into the Nursery\*

Social Distancing will be in place for deliveries of childrens' lunches to the setting

Cleaning of the Nursery will be kept in-site and maintained by staff.

### **2. Implementing Practical Measures to Reduce Risk**

The Nursery will ensure:

- physical distancing between groups of children and staff as far as possible, including snack times
- that individual groups use the same area of a setting throughout the day as much as possible
- that the sharing of toys and resources is reduced
- that any toys or resources that are shared can be easily cleaned between different groups' use
- Sufficient handwashing facilities (running water and soap, alcohol hand rub, sanitiser, skin-friendly wipes) are available for staff and children, and that hands are washed regularly throughout the day, before and after eating and when they leave.

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- A good supply of disposable tissues throughout the setting to implement ‘catch it, bin it, kill it’ with lidded bins for tissue disposal. These are emptied throughout the day.

### **Enhanced cleaning**

An enhanced food preparation and cleaning schedule using disinfection as appropriate is in place. All items that are laundered in the Nursery are not shared by children between washes.

The Nursery already has a restriction in place on bringing items and toys from home (Lost Toy Policy); this should only be done if absolutely essential and, where this is the case, items should be appropriately cleaned on arrival.

### **Reducing face-to-face contact with and between parents and carers**

At busy times, drop-off and collecting of children will be staggered. Only one parent or carer on site per family, and entry into the nursery building is not possible unless absolutely essential.

Communicating events and issues will be done digitally via email, social media or Tapestry, or notices displayed on the window at the Nursery to ensure parents/carers are off site promptly.

### **Other measures**

Windows will be open to ensure good ventilation, and outdoor areas in use as much as possible. External visitors to the setting only come into the building when strictly necessary, for example if providing an essential service or essential support for a child’s health and wellbeing.

### **Personal Protective Equipment (PPE)**

Usual PPE that is in place will continue, such as aprons and gloves. Additional protection such as masks is only needed for children whose care routinely already involves them, or when a distance of 2 metres cannot be maintained from any child displaying coronavirus symptoms. Any child displaying symptoms will be isolated with a member of staff until collected by a parent/carer.

### **Temperature Checking**

The Nursery is not expected to take children’s temperatures every morning or throughout the day. A commonsense approach will be taken to recognise when a child is displaying a temperature that is raised for that particular child.

## **3. Staff Availability**

Consideration of staff wellbeing will be given, including any support that may be needed for those who have suffered bereavement.

Anyone who is displaying coronavirus symptoms, or has displayed symptoms in the previous 7 days, or lives with someone who has displayed symptoms in the previous 14 days, should not attend work unless they have tested negative for coronavirus.

Individuals who are at higher risk of severe illness (for example, people with some pre-existing conditions have been advised to take extra care in observing social distancing. This includes pregnant women.

Staff:child ratios will be maintained at all times

#### **4. Responding to a suspected case of Coronavirus**

Anyone who begins to display coronavirus symptoms while in the setting will be sent home immediately. If a child is waiting to be collected, they should be separated from their group and isolated with one member of staff if this is possible.

A facemask should be worn if a distance of 2 metres cannot be maintained from a child who is symptomatic and awaiting collection and if contact is necessary, then gloves, an apron and a facemask should be worn. If a risk assessment determines there is a risk of splashing to the eyes, for example from coughing or spitting, then eye protection should also be worn.

Once the child or member of staff has left the Nursery, staff will ensure all areas they have been in are disinfected and any PPE and other waste is disposed of safely. All staff and children have access to a test if they display symptoms of coronavirus, and are encouraged to get tested.

Where the child or staff member tests negative, they can return to their setting and fellow household members can end their self-isolation. If a 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.

The Nursery will ensure that emergency contacts for children are up to date.

#### **5. Communicating With Staff**

The Nursery has maintained regular contact with its staff to ensure they are aware of the adjustments necessary during the pandemic

#### **6. Communicating With Families**

The Nursery maintains regular contact with parents/carers electronically or via Tapestry

#### **7. Numbers of Children Returning to the Nursery**

The Nursery is prioritising vulnerable children and children of critical workers, then 3 and 4 year olds, in particular those who will be transitioning to reception in September, followed by

younger age groups. Parents are expected to ensure that their child is limiting contact and only attending one setting.

## **8. Reducing Contact Between Staff and Children**

We are working to ensure that children remain in small groups, limiting the access between groups and other staff.

## **9. Identifying safeguarding and SENCO needs**

The Nursery SENCO will ensure that issues are addressed, and children are supported according to their needs. Limiting change to reduce stress and anxiety, and/or working with outside agencies to provide the most appropriate solutions to enable such children to return to the nursery and settle well.

## **10. Planning Early Years Foundation Stage learning in an adapted situation**

The staff will continue to use resources for learning, but in smaller groups. Extended outdoor learning will be in place and childrens' progress will continue to be tracked via Tapestry. Extended focus will be given to hygiene and "keeping safe" with the children learning new songs, to help put their new routines into practice.

This policy has been constructed using guidance from the Government, which can be found at:

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-early-years-and-childcare-settings-from-1-june/planning-guide-for-early-years-and-childcare-settings>  
accessed 31.05.20

This document forms guidance and change in practice for all staff whilst the COVID-19 Pandemic is prevalent and overrides relevant Giggles policies, which can be found in the foyer at all times. Long term adjustment of the existing Giggles policies and procedures will be reviewed accordingly, subject to the end of the pandemic and Government advice at such time.