



## **01.23 Coronavirus Policy (COVID-19)**

### **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 Whitehill Nursery school, 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.

### **Pre School Closure**

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, Whitehill Nursery will continually monitor the risk factor 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**

Whitehill Nursery is closely monitoring and gathering information from the Department of Health England, The Department of Education, our Local Authority and any and all guidelines delivered and updated through official government sources constantly to ensure that we have the most up to date information and work place practises 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 Whitehill Nursery.

Whitehill Childcare Services Ltd reserves the right to make all changes to this document to uphold guidance of safe working practises and delivery methods for the early years education sector.

### **General**

- Employee's are always advised to practise 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.
- Employee's 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..
- At the end of each session, all employee's sanitise all surfaces, toys, fabrics, toileting areas, outdoor areas and equipment, ready for the following session usage, this includes all outside toys to be stored away in secure storage containers at the end of every working day and before weekend/holiday period closures or closures for health and safety measures.
- Toilets and sinks are washed regularly throughout the session.

- When a member of staff is letting children in or out of the setting they are to wear a face mask if having close contact. We also ask that parents also wear a mask when dropping off and collecting their child (unless they are exempt) if having close contact.

## **Hygiene during the day**

- The premises will be disinfected throughout the day using a disinfectant mist fog machine. The product is safe to use around children.
- 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 behaviours for the children to see best practise when doing this. After an activity/toy playing session has ended, all equipment/toys shall be cleaned.
- Staff will monitor children throughout the sessions and if a child starts displaying any of the symptoms – new continuous cough, a high temperature (this means you feel hot to touch on your chest or back), loss of taste or smell or any other symptoms which are linked to Covid-19 then the parents will be contacted immediately, a member of staff will stay with the child until someone collects them. The other children within that room will be taken to another part of the setting to continue their nursery day. Once the child has been collected a deep clean of the resources and area will be done. You will be asked to take your child for a PCR test and isolate until a negative result comes through. Children will not be permitted to attend until their isolation period is complete and the child is well enough to attend. If a negative test result is received the child can attend as long as they are well enough to return.
- Should your child or anyone within your household display symptoms, 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 temporarily without notice. It is also essential that any symptoms which are displayed that you should seek advice from professionals by calling 119 who will advise you on what to do.
- At nappy changes/toileting where there is close contact with the children, staff will be required to wear the appropriate PPE equipment as supplied by Whitehill nursery.
- Both the kitchen and toileting/nappy changing areas will be regularly cleaned and sanitised during the day by all employees.

## **Hygiene upon leaving**

- 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. The nursery will then rewash the items on clothing to ensure no cross contamination between homes and nursery.
- If you require to talk to the staff regarding your child's attendance, a telephone consultation can be arranged for you or a suitable time for both the parent and staff to have a socially distanced conversation outside.
- If you are required to sign an accident/incident form from an occurrence that may have happened that day, a staff member will bring you the relevant form when you collect your child and then the pen will be sanitized.

- All children will be walked individually with a member of staff with their belongings and will be ready to go.

## **Testing Children under 5 –**

It is not recommended for children under the age of 5 to have a LFD test. Therefore if a child under 5 has been in close contact with someone who has tested positive for Covid-19 then the child will need to have a PCR test and wait for the results to come back negative before returning to nursery. This is to keep everyone within the setting as safe as possible during the coronavirus pandemic.

**This policy was adopted by:** **Whitehill Childcare Services Ltd**

**On:** **11/01/2022**

**Date to be reviewed:** **On a regular basis**

**Signed on behalf of provider:** 

**Name of Signatory:** **Miss Hannah Fox & Mrs Evangeline Stevens**

**Role of Signatory:** **Manager & Deputy Manager**