



Burton Day Nursery  
131 Salisbury Road  
Burton  
Christchurch  
Dorset  
BH23 7JN  
burton.daynursery@gmail.com  
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Dear Parents and Carers,

### Protective measures we are taking in light of coronavirus (COVID-19)

First and foremost, it goes without saying that the safety of your child and of our staff is our top priority. Following the latest government guidance, we will implement appropriate measures that will help limit the risk of coronavirus transmitting within our setting.

We have taken the opportunity to summarise some of the main points from the following Epidemic and pandemic policy.

#### Attendance.

**Only children that are symptom free can attend nursery.** Any child that has been given paracetamol/ibuprofen in the past 24 hrs cannot attend nursery for the following 24 hrs, this is to ensure symptoms are not masked or missed.

#### Testing

All children who are attending a childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario. The aim is to enable children to get back to childcare, and their parents or carers not to need to self-isolate any longer than is necessary if the test proves to be negative. A positive test will ensure rapid action to protect other children and staff in their setting.

We encourage and ask all parents and carers to ensure they organise a test for their child or themselves if they are displaying any symptoms and notify us immediately of a positive test result. Parents can call 111 or book online to and arrange this.

Although recent government guidance has changed with regards to self isolation in children, we have carried out a thorough risk assessment and we are asking that children do not attend the setting if they have a positive case in their household or are waiting for a PCR test results of any household member.

This is our own policy and we have put it in place to protect the staff and all other attending children in the setting.

Should a child or member of staff test positive for Covid-19, then any unvaccinated adults who are a close contact will need to self-isolate for 10 days as per government guidelines. This may affect our staff ratios and could result in temporary room closures.

#### Paracetamol / Ibuprofen.

Updated NHS guidance states that vaccines and teething may cause a MILD fever in children. This is a common and expected reaction, and self-isolation is not required unless covid 19 is suspected. Parents and carers should monitor side effects from a vaccination or teething, and if they are concerned about their child's health, they should seek advice from their GP or NHS 111. If COVID-19 is suspected the child should start isolating and get tested.

Babies that have received their vaccinations will be allowed to attend the setting if they have had paracetamol/Ibuprofen for up to 14 days after their injections. This will only apply if we feel they are well enough to attend the setting.

Teething babies can be given paracetamol/ibuprofen at home for pain relief or a MILD temperature and still attend nursery if we feel they are well enough, this will be at managements discretion.

**NHS guidance defines a high temperature as 38c or more.**

**Please note that we will not be administering Paracetamol or Ibuprofen to children at this time.**

### **Drop off and collections.**

Only one parent who is symptom free will be allowed onto the grounds.

*NURSERY* - Please access nursery via the car park at the bottom of the playground using the one-way system.

*PRESCHOOL* - Please access around the outside of the building following the signs.

If the gates are not open, please ring the bell for assistance.

### **Parents are not allowed to enter the building at this time.**

After reviewing the current system, we feel that by not allowing parents to enter the building at this time we can ensure limited contact between staff, parents and other children.

We have also found that it is far less disruptive to the children in the room and they seem more settled during transition times

### **Masks**

Parents are not required to wear masks whilst collecting their children from outside of the rooms, however we respect that some staff and parents may feel more comfortable doing so.

You may be asked to wear a mask if you are required to enter the building and cannot maintain social distancing.

### **Comforters and toys.**

Blankets, toys, pushchairs, bikes, or car-seats etc. are not to permitted to be brought into or left at nursery. We also ask for nappies and wipes to be kept at nursery, as we are trying to limit how much comes into the setting daily. Dummies and small comforters can be brought in, so long as they are in a ziplock bag and are essential to the child's health and wellbeing.

### **Sun cream.**

Please ensure you apply sun cream to your child at home before attending nursery.

### **Breakfast.**

We do not provide breakfast. Please ensure your child has breakfast before coming to nursery.

### **What can parents and carers do to help?**

-In the event of a child developing suspected coronavirus symptoms whilst attending the setting, they should be collected as soon as possible and isolate at home in line with the current NHS guidance seeking a PCR test where applicable. If the child tests negative for Covid-19, they will be permitted back into nursery without having to complete the isolation period.

-You must ensure all 3 of your emergency contacts are up to date and are able to collect your child in the event of an emergency or they become ill. You must be able to collect your child within a reasonable amount of time of receiving a telephone call.

## **Epidemic and Pandemic Policy (Covid 19)**

<b>Date</b>	<b>Adopted by Authorised Signature</b>	<b>Review Date</b>
24/08/21	Rosie Coleman	Ongoing

### **Statement of Intent**

Burton Day Nursery intends to use this policy to provide precautionary measures to minimise transmission risks of disease in the setting during an epidemic or pandemic. It also states ideas for continuity of business if allowed.

Legislation and leading authorities which have guided and influenced this policy are: Coronavirus Act 2020, Health and Safety at Work Act (1974), Health and Safety Executive (HSE), Government Briefings, Public Health England (PHE) and World Health Organisation (WHO). Advice from but not limited to, The Secretary of State, The Chief Medical Officer, Local Authority (LA) and Department for Education (DfE). The policy also has regard to Ofsted and Early Years Foundation Stage (EYFS) guidance where appropriate.

### **Aim of Policy**

This Policy defines and assists the operating arrangements in place within the Nursery that assures compliance to the Government and leading bodies requirements with relation to the outbreak of a pandemic such as Covid19. This information builds upon our current procedures for areas such as Safeguarding, Child Protection and Equality and Diversity, however new practices may emerge as the situation continues. The policy and considerations may evolve and be built upon as the situation deepens and new precautionary measures have been introduced and practices have been reflected upon.

### **Method**

As early years providers we ensure to offer a continuum of very high standards of practice of childcare and education. The fundamental principles to be outlined in this policy are set out to ensure physical distancing is enabled and implement good hygiene practices as well as avoiding coming into contact with infected children and adults or anyone displaying symptoms. It states the protective measures put in place for children, parents and staff as best as possible to ensure the risk of transmission is reduced. We will continue to follow our other policies as long as they do not conflict with this policy and be guided by the EYFS as best as we can. The main areas we will be considering are:

- Minimising contact with individuals who are unwell
- Maintaining personal and respiratory hygiene (handwashing, catch it, kill it, bin it)
- Ensuring cleanliness of the environment (especially frequently touched surfaces)
- The use of Protective and Personal Equipment (PPE) where appropriate
- Testing

## Focus/ Areas of Consideration / Recommendations

### **Children**

#### *Attendance*

Only children who are symptom free or have completed the required isolation period should attend the setting.

Any child that has been given paracetamol/calpol for a temperature can only return after 24 hours as long as the temperature has gone.

Babies who are teething or have had injections can attend after having paracetamol if covid is not suspected. This may be at the discretion of management.

Children should only attend if well enough to do so.

#### *Physical Distancing/grouping*

Children will be organised into normal groupings according to their age. Staff may exercise their own judgement during the day for the high standards of safety for all children.

Children in small groups will have the same staff team caring for them wherever possible to limit the amount of people coming into contact with each other.

Sunscreen should be applied by the parents before the child arrives at the Nursery. T shirts covering shoulders and leggings would be preferable to minimize how much top up of sunscreen the staff will do.

#### *Wellbeing and education*

Children should be supported in age appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing, coughing into an elbow, using a tissue and adopting a catch it, kill it, bin it regime.

Children should be supported to understand the changes and challenges they may be encountering as a result of Covid-19 and staff need to ensure they are aware of children's attachments and their need for emotional support at this time.

EYFS framework will continue to be delivered through play and a child initiated learning.

Parents will be asked to ensure their child has had breakfast before they arrive.

### **Workforce**

#### *Attendance*

Staff should only attend preschool if they are symptom free, have completed the required isolation period or achieved a negative test result. All staff and their household are eligible for testing if they display symptoms.

#### *Physical distancing/ grouping /safety*

Management will complete a risk assessment before opening to address any risks from the virus, ensure sensible measures are in place to control risks.

Staff to be informed of measures in place and sign a disclaimer to state they have read and understood the Nursery policies and procedures.

Staff have been advised by the government not to wear PPE such as facemasks during their day, but should continue to wear PPE at the usual times such as intimate care and wear disposable gloves and apron if completing one to one care and if supporting an ill child a face mask and visor should also be worn if a 2 meter distance cannot be maintained.

After dealing with an ill child who displayed symptoms the staff member should continue to wear PPE and clean the affected area with disinfectant.

All PPE should be removed and disposed of following current government guidelines, the staff member should wash their hands for at least 20 seconds.

The staff member who supported the unwell child does not need to go home unless they are developing symptoms themselves.

Staff will be responsible to ensure appropriate cleaning takes place and enough ventilation is in the room such as opening windows. If doors are open ensure the safety of the children is maintained.

#### **TRAINING.**

Where possible, meetings and training sessions should be conducted through virtual conferencing.

All staff members must receive appropriate instruction and training in infection control and the standard operating procedure and risk assessments within which they will be operating.

Online training may be available to allow their training levels to be maintained if appropriate.

#### **Parents**

##### *Physical distancing*

Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child.

Aim to minimise the 'pinch points' during the day and limit drop off and pick up to one parent per family.

Create a 1-way system allowing parents onto the grounds of the nursery through the gate in the car park and exit the front gate having dropped off their children.

When parents are waiting to drop off or collect their child, physical distancing should be maintained in a safe area sticking to government social distancing policies.

Consider allowing some parents to enter the preschool for the purpose of a settling in session if not doing so would cause a child distress, this could take place in the outdoor environment. The provider should consider measures to minimise contact between the parent and other children and staff members.

If the child is too distressed perhaps a delayed start to their preschool entry may be preferred or half hour settling in sessions without their parent.

##### *Communications*

Parents should receive clear communication regarding the role they play in the safe operating procedure and all measures being taken to ensure the safety of their children and themselves.

Parents should inform Nursery of their circumstances and if they plan to keep their child away, this helps preschool to conform to our safeguarding policy.

#### **Visitors**

Attendance to the setting should be restricted to only children and staff as far as practically possible and visitors should not be permitted to the preschool/nursery unless essential (e.g. essential building maintenance).

Where essential visits are required these should be made outside of the usual Nursery operational hours where possible.

Parents and carers should not enter the premises.

## **Travel**

If public transport is necessary for travel for staff and parents, current guidance on the use of public transport must be followed.

Parents should be encouraged to ensure they do not leave travel accessories including buggies, car seats, and scooters in the setting premises or grounds.

## **Hygiene and Health & Safety**

### *Hand Washing*

All children and staff must wash their hands upon arrival at the nursery for at least 20 seconds.

Children and staff members should be encouraged to wash their hands frequently, this includes before and after eating food, after visiting the toilet or playing outdoors, after sneezing, blowing their nose or coughing into their hand and dealing with unwell people.

Bodily fluid spills should follow the correct procedures as normal.

### *Cleaning*

An enhanced cleaning schedule must be implemented that includes furniture, surfaces and children's toys and equipment and all staff are responsible in their area of work.

Communal area, touch points and hand washing facilities must be cleaned and sanitised regularly and cleaned thoroughly every night.

### *Waste disposal*

All waste must be disposed of in a hygienic and safe manner following government guidelines.

Tissues must be immediately disposed of and placed in a bin with a bag, lid and foot pedal.

Bodily fluids must be double bagged and disposed of in a bin with a bag, lid and foot pedal.

### *Laundry*

All items within the setting requiring laundering must be washed in line with NHS laundry guidelines.

Items such as towels, flannels and bedding must not be shared by children.

### *Risk assessment*

The setting and all activity should be risk assessed before opening or going ahead to address the risks from the virus and due consideration given to any adaptations to usual practice.

Sensible measures should be put in place and policies and procedures followed

### *PPE*

Government guidance is that PPE is not required for general use in early years settings to protect against COVID- 19 transmission.

PPE should continue to be worn and disposed of as normal for nappy changing, one to one care and the administration of first aid.

If a child shows symptoms, staff should wear a face mask, visor, disposable gloves and apron

### *Premises Building*

Where premises have been temporarily closed during the lockdown period or where they may need to temporarily close during future lockdowns appropriate Health & Safety checks should be conducted prior to reopening including legionnaires checks.

Keep windows open where possible to ensure good levels of ventilation. If doors are opened ensure the children safety is maintained with locked gates.

### *Resources*

Children should not be permitted to bring items from home into the setting unless absolutely essential for their wellbeing. Anything that is brought in from home should remain in the child's bag on their peg. Dummies should be kept in a sealed bag.

All resources required for play and learning experiences of children should be regularly washed and/or sterilized. Any resources which are difficult to clean should be removed. Equipment used by staff such as stationary, tablets etc. should be allocated to individual staff members where possible and cleaned regularly.

### *Supplies Procurement & monitoring*

The Nursery should ensure an adequate supply of essential supplies and contingency plans such as additional suppliers are in place to minimise the impact of any shortages of supplies. The Nursery will not be able to operate without essential supplies required for ensuring infection control.

A monitoring system for the usage of PPE is essential to ensure that a supply of stock is available to all who require it as and when required to meet the operational needs of the setting. When stocks are low, other options may be considered, such as the use of washable tabards and facemasks. These items will be washed at a high temperature in accordance with relevant guidelines and separate to any other preschool washing.

In case the supply of food is interrupted, procedures must be implemented to ensure the appropriate food alternatives are sourced and normal food safety and hygiene processes are followed.

### *Responding to a suspected case*

In the event of a child developing suspected coronavirus symptoms whilst attending the setting, they should be collected as soon as possible and isolate whilst waiting for the PCR home in line with the current NHS guidance.

**We ask that children with a household member isolating and/or awaiting a PCR test result do not attend until the required isolation period is completed.**

**Children can return if a negative result is received.**

Whilst waiting for the child to be collected they should be isolated from others in a previously identified room or area. If possible, a window should be opened for ventilation. The staff member responsible for the child during this time should be a staff member. The provider may consider suitable PPE for this staff member such as the addition of face mask, visor disposable gloves and apron.

The area should be thoroughly cleaned, immediately if the area cannot be left unused, and if the area can be left unused then cleaned after 72 hours.

The person responsible for cleaning ideally should be the person dealing with the unwell child and should continue to wear their PPE. This should then be disposed of according to current government guidelines.

In the event of a staff member developing suspected coronavirus symptoms whilst working at the nursery, they should return home immediately and isolate at home in line with the

NHS guidance. They should also follow current testing advice for themselves and their household.

Should the child or member of staff test positive then they will be required to self isolate for 10 days as per current government guidance.

### **Monitoring of this policy**

*This policy will be reviewed quarterly by the setting manager/director, new government legislation and policies will be incorporated appropriately as and when required or informed.*