

# Coronavirus (COVID-19)

This policy applies to all employees and service users including parents, guardians, 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 employees and service users of The Lodge Preschool and Nursery, including parents and children, from encountering Coronavirus (COVID-19).
- To ensure that the spread of Coronavirus (COVID-19) remains at a minimum risk.

## Nursery Closure

Nursery closure will occur 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 employees, children, parents, and service users.

The Lodge Preschool and Nursery will continually monitor the risk factor of keeping the setting open as a viable option, and may at any time, revert to a closed status, with no children permitted on site, to a partially closed status, where setting places may be limited to, but not excluding, vulnerability, age, need of care, critical key worker status of parents or guardians, special educational needs (SEND), children who have an EHCP plan in place, children in care including adopted children, children who have a social worker allocated to them.

## Monitoring

The Lodge Preschool and 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 to ensure that we have the most up to date information and workplace practices relating to the spread and containment of the Coronavirus (COVID-19) in place.

This includes delivering training in new and changing procedures to all employees and any other third party associated with the running of, or participation within, The Lodge Preschool and Nursery. The Nursery reserves the right to make changes to this document to uphold guidance of safe working practises and delivery methods.

## General

- At the end of each day the following is carried out: antibac cleaning and sanitising of all surfaces, toys, fabrics, toilet areas, outdoor areas, and equipment, ready for use the following day. This includes all outside toys being stored securely at the end of every working day and before weekend/holiday period closures or closures for health and safety measures.
- Staff and parents should remain mindful of their discussions surrounding Coronavirus around the children.

- All laundry will be washed at the highest temperature possible for the item. The laundry basket will be sanitised regularly.
- Where furnishings cannot be washed in the washing machine, they will be sprayed with a sanitising solution/steam cleaned.
- Windows will be open for the whole of the session where possible, to encourage good ventilation.
- Should any work or maintenance need to be carried out by outside contractors, it will be carried out, as far as possible, outside of nursery hours. If it does need to take place during opening hours, then a risk assessment will be carried out prior to attendance.
- Employees must be mindful of children using the drive to await entrance.
- Menus may be limited due to the stock limitations and/or changed without prior notice.
- As per our sickness and illness policy, should your child display a temperature or be generally unwell on arrival or throughout the day we will call you to collect your child as soon as possible and you should keep your child at home until they are fully recovered.
- We will reasonably endeavour to deliver the learning and development requirements of the EYFS. It is understood that these are exceptional circumstances and the priority at this time is keeping children safe and well cared for.
- As much time as possible will be spent outside. If activities can practically happen outside, then they should do so.
- The 'bubble' of children at The Lodge Preschool and Nursery is the nursery as a whole. The Lodge Preschool and Nursery forms a 'bubble' of its own.
- Due diligence will be paid to our existing policies and ongoing guidance from Central Government, the Local Authority and Department for Education (DfE.)

### **Children and Families**

- As per current guidance children must remove any facemasks provided by home before entering nursery. Parents or guardians must dispose of these correctly at home.
- As is normal policy, Children will not share facecloths or bedding, these are all personal / individual
- You will not be legally required to self-isolate if you test positive for Covid – 19. However, stay home if you can and avoid contact with others. If your child does test positive for Covid – 19 we ask you to inform the Nursery before bringing your child into the Nursery and consider that if they are unwell, they should stay at home as per our sickness and illness policy and remain at home until fully recovered
- In an emergency, 999 will be called.
- Children will be given drinks, snacks, and lunches as normal during the day using our items which are sterilised daily.

- We will continue to encourage our children to self-pour their own drinks. This will help to promote confidence and motor skills whilst maintaining best practice with hygiene procedures.
- Any medication required by your child at the nursery, must be handed over in a sealed bag with a prescription label attached. We reserve the right not to administer medication unless sufficient information is provided to enable us to administer it safely. (as per our medication policy)

### **Outside Visitors**

- Meetings will be held virtual where they can be.
- Settling visits with a keyperson will be arranged on a one-to-one basis with the initial drop off being in the garden area where possible.

### **Employees**

- Employees are advised to always practice strict hygiene and cleanliness procedures.
- Employees must wash their hands at regular intervals for a minimum of 20 seconds using soap and warm water.
- Employees 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.
- All staff are to have completed the Citation - Atlas online training 'Covid19' prior to returning to work.
- As is normal practice, staff may wear PPE if required during nappy changing, changing of clothes and if a child has had an accident. This is not a replacement for hand washing and general high levels of hygiene.

### **Hygiene on Arrival**

- We do always ask that the neighbours of The Lodge Preschool and Nursery are respected, and all social distancing measures remain in place.
- Staff will greet parents at the door, where hand over will take place. No parent is permitted to enter the Nursery building.
- Children and staff will all wash their hands upon arrival.
- There will be minimal 'verbal feedback' at pick up during this time.

### **Hygiene during the day**

- All 'hot spots' such as light switches, door handles, child height walls, tables, chairs etc will be cleaned regularly during each session, at the very least at changeover times.
- Children will be actively encouraged to wash their hands after every activity or after playing in a specific area. We will use warm 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 are cleaned.

- The staff team will implement fun and engaging activities that support children's understanding and implementation of hand washing procedures.
- Both the kitchen and toileting/nappy changing areas will be regularly cleaned and sanitised during the day by all employees.
- Hand sanitisers should only be used when soap and water is not available.
- Children and adults will wash hands when starting a new activity and when finishing – resources will then be sanitised.
- Any bodily fluids (such as blood, vomit, urine, faeces) will be cleaned up following normal procedures and by one person only if possible. The area will be fully disinfected after the incident.
- Resources will be soaked in a sterilising solution or wiped as applicable between uses.

### **Physical Distancing**

- Children within the early years group cannot socially distance from each other and we will not have an expectation that they will do so.
- Parents or designated carer's must only attend the setting when they are coming to collect their child or upon an invitation from The Nursery.
- Staff will sign the children out on our daily register.
- If your child comes home in spare clothing from the setting. Please can you ensure that this is washed and returned to the setting when your child next attends.
- Once your child has been collected, please leave the premises. Please do not remain outside of the building for any other reason, the same is true if in your vehicle or not. It is expected that families will collect their children and return home.
- If you would like to talk to the staff regarding your child's attendance, a telephone consultation or a face-to-face meeting will be arranged for you, this meeting may be held outside.
- All children will be handed over by a member of staff with all their belongings and will be ready to go immediately. You must exit swiftly from the setting grounds to maintain other's rights to access the setting to collect their child. This will also help to minimise contact for all visitors of the setting. Any belongings left behind will be ready to collect next time your child attends. Please **do not** come back to the nursery once you have collected your child.

### **Cleaning after Closure**

- All areas are cleaned and sanitised.
- All resources will be sprayed or soaked overnight as applicable.
- The evening cleaner will be extra vigilant with sanitising.

- All soft furnishings that cannot be disinfected with spray will be laundered ready for the next day.
- Daily checks on cleaning supplies will be made.

<b>This policy was adopted on</b>	<b>Signed on behalf of the nursery</b>	<b>Date for review</b>
<i>26/01/2022</i>	<i>Natasha Eftekhari</i>	<i>09/03/2022</i>