

## Little Acorns Day Nursery COVID 19 Response

Date issued: 13.05.2020

Statement: At Little Acorns Day Nursery we are committed to safe working practices for all our staff, children and their families. We have outlined our plan to help keep all persons as reasonably safe as possible following the government guidelines. Our plan will adapt and evolve as we move through the governments phased return.

### 1 Health and safety

#### 1.1 Cleaning

Staff will be deep cleaning the setting every day. Any resources used by the children will be cleaned as soon as reasonably possible after each child. Door handles etc will be cleaned twice daily. Bathrooms deep cleaned twice a day and toilets cleaned on a regular basis.

#### 1.2 Personal Hygiene

For staff, children and their families we expect everyone to maintain good personal hygiene. That will mean for everyone to take a shower or a bath every day. All hair that can be tied up must be.

#### 1.3 Change of uniform

All staff will be expected to come to nursery in their own clothes if they travel on public transport. Staff should wear clean uniform daily.

13.a All staff belongings must be kept in their lockers.

#### 1.4 Supplies

The setting will provide all the necessary cleaning equipment needed to make sure the setting is able to cope with the demand of the level of cleaning required. The nursery is able to source products from several retailers.

#### 1.5 Handwashing

Hand washing will be one of the key parts of our job and daily life. All staff and children will be expected to wash their hands-on arrival and as usual after toileting and before and after each meal. We will now expect all staff and children to wash their hands on a more regular basis throughout the day to help keep the risk of infection down.

#### 1.6 a Children

The children will be limited on what activities they are offered. This is to minimise the risk of cross contamination and them becoming dirty therefore needing staff to change them. Whilst staff will do any necessary duties in order to care for your child will be operating a minimal contact policy.

1.6 b All children's bags should be wipeable as they will need to be wiped down before they can be hung up on their pegs.

## 1.6 c Clothes

Children should be sent in clean appropriate clothes. Spare changes are necessary as our spare clothes cannot leave the setting.

## 1.6 d Toys

No toys from home can be brought in. We ask where possible comforters are not brought in or kept to a minimum. Please not big blankets.

## 1.7 PPE (Personal protective equipment)

### 1.7 a PPE

Staff will wear PPE as usual for mealtimes and nappy changing times.

### 1.7 b Face masks

The setting does not have clinical face mask. Staff will not be asked to wear facemasks. Guidance at present states that anything other than a clinical facemask will not stop you catching the virus. A cloth one will prevent you passing your germs but will not stop you from catching it. Government guidance suggests that only children over 11 years of age should wear one. We will also not stop staff from wearing one should they feel the need to also.

1.8 All laundry will be washed inline with NHS guidelines.

1.9 All tissues will be disposed of immediately and bins emptied daily.

1.10 A Window will be kept open to ensure ventilation in all rooms.

1.11 Staff will not be allowed to share stationary. Each staff member will be issued with what they need, and it will be for their sole purpose.

1.12 IPADS etc will be wiped clean after each use.

## 2 Contact

### 2.1 Visitors

The setting is still operating a no visitors policy. We will be working remotely with essential workers outside the setting. Should a visitor be absolutely essential then the nursery will operate social distancing and hygiene practices.

### 2.2 Drop off/collection

2.2 a Parents will be expected to drop their child off at the front door. We will collect your child from you and take them to their room where the staff team will be on hand to care for them. Again, this will be the same for collection. For the time being staff will not be giving pass overs. Families will either receive an email or telephone call regarding their child's day. Please ring the nursery or email your children's room if you require more information about your child's day. This will only be a temporary as we value our conversations with you but at this time this is the safest option for all. (for any child where this might cause to much emotional distress the nursery will look to make alternative arrangements based on each family's circumstances)

2.2 b We ask all parents to maintain a social distance whilst on the drive. Please be patient.

2.2. c Only one parent per drop off please.

### 2.3 Temperatures

2.3 a Should a child have a temperature or appear unwell they will not be allowed admittance.

2.3 b Should a staff member be unwell with they must not attend the setting.

## 3 EYFS

### 3.1 Activities

We will still be offering a wide range of activities though play for all our children which cover the EYFS. We have had to remove items that cannot be cleaned away for the foreseeable future. We will still be using our garden as the latest guidance suggest we utilise this as much as possible. Our garden is simply an extension of our indoor space.

### 3.2 Planning/paperwork

We will continue to plan for our children like we always have but now we will be working this over email. Any forms that need signing will be sent via email and parents.

### 3.2 Social distancing

3.2 a Social distancing with young children is not achievable. The latest guidance from the government stipulates that this is not only impossible but also not necessary. The study's show children get it least and if they do its only mild. The staff team are at greater risk than the children. But what we will be doing is keeping the same children in the same room with the same staff as reasonably possible. This is to make sure that they are limiting their contact with other people. We will be doing a phased return to we will only have a small number of children in each room. The government's plan is to slowly increase this volume over time. All garden times will be separate for each room. Essentially each group will all be in their own bubble.

3.2 b Staff will be expected to maintain social distancing as much as is reasonable possible. Staff should avoid any contact such as a handshake or hug.

## 4 Meals

### 4.1. Children

4.1 a Self service will no longer be used. Children will be served their meals to them at the dinner table. We ask that packed lunches if your child has one is provided in a wipeable lunchbox.

4.1 b Children will be asked to bring their own drinks bottle to be used at nursery. This will go home daily for parents to clean thoroughly.

4.1 c Snacks will be provided but these will be served to the children by the staff. No snacks will be allowed into the setting unless permission granted.

4.1. d Whilst at the dinner table for the time being children will be sat slightly more distanced than usual. This is to prevent cross contamination.

### 4.2 Staff

4.2 a Staff will have staggered lunches to maintain social distancing.

4.2 b Staff are expected to remain in the building at all times during their working day. If they have to leave, they must change out of their work clothes if they are visiting other households etc.

## 5 Transport

5.1 Wherever possible people should travel to nursery by bike or walking or in their own transport.

5.2 Try to avoid public transport especially at peak times.

## 6 Transitions

6.1 School transitions are paramount. We will be working with each school that our children have been assigned and discussing how their transition may work.

6.2 We are no longer able to mix children. Once your child is ready to move rooms, we will look to provide a time when they are their friends who are also transitioning 2-hour long slots in their new room whilst we move the other children out. A transition book will be provided for each child to take home so parents can talk their child through what is coming next.

6.3 Should we have to have visitors such as for maintenance, management will deal with them solely. At no time will they have access to any part of the building they do not need to. All health and safety practices will be put in place as reasonably possible.

6.4 If a visitor is required to come for a child for a specific reason and this can not be done virtual then we will make a safe place for them to visit and limit any contact they have with staff and other children. All hygiene practices will be implemented.

## 7 Becoming unwell

7.1 a Any child that becomes unwell will be isolated from the group in the intervention room. The window must be kept open at all times for ventilation. The child must be collected as soon as possible.

7.1 b The staff member looking after the child should be the one to care of them whilst they are collected.

7.1. c The room must be deep cleaned immediately after the child has left.

7.2. The child must stay at home for at least 7 days or until feeling well again as per the government guidelines. The family must isolate also.

7.2 Any staff member that becomes unwell must self-isolate for at least 7 days or until they feel well enough to return.

7.3 Any child or staff member that does become ill will now be eligible for testing for COVID 19.

7.4 Should a child or staff member test positive all in the class must self-isolate for 14 days. Members of the wider class families do not need to unless they develop symptoms.

## 8 Operation

8.1 Opening hours may vary from day to day due to demand. We are advised to phase our return in. This will be made clear to all parents what we are able to offer.

8.2 Our website and Ourschoolsapp will be used to display lots of information about the setting and our response to the COVID 19 pandemic. We ask for parents to download our app and to check our website for further information.

8.3 We will start taking on new children once we have phased in our current children. Show arounds will be done virtually and parents will be able to access this from our website.

8.4 New starters will be given paperwork over email to complete before they start. The new key person will be able to get a grasp of who your child is before they start. We will offer an hour long settling in session where the parent can join their child for a play, but they must maintain social distancing from the staff member following all the above rules.

## 9 Training

9.1 Staff meetings and training will still take place however they will take a different format. Staff will be issued with a newsletter at least once a month. Training will be recorded and sent to staff with an activity attached to it for them to complete.

9.2 All staff will receive face to face (social distancing) training on handwashing etc

9.3 We will continue to load up videos for parents on signing and other topics.

9.4 We will send out our question of the month to parents via our app for them to respond to keep parents engaged with setting.

This policy will be updated as and when needed. It will be issued on our website and parents will be notified that there is an update through the nursery Facebook page and Ourschoolsapp.

Date reviewed: 03.08.2020