

0.0 COVID-19 POLICY

The aim of this policy is to put measures in place to minimise the spread of the coronavirus and to protect staff and children at the preschool. If you, your child, or another member of your household has symptoms of coronavirus, **YOU MUST STAY AT HOME.**

We will continue to send you updated information as the situation progresses and we thank you all for co-operating fully.

What will we do?

As a preschool we are aware of the dangers of being exposed to Covid-19 and will do our utmost to ensure the safety of every single person that enters our setting. The staff will follow strict hygiene routines and will wear a clean uniform every day. We also ask you to please complete and sign our Covid-19 agreement/health form which we will be emailing to you. We regret that we will be unable to accept any child without this document in place.

Opening Guidelines

- Adults/parents will generally not be permitted into the building at any time unless for certain/exceptional circumstances i.e. to settle a new starter and/or for a show around visit which is by appointment only. These appointments will be kept to a maximum of 30 minutes and the adult must always wear a mask and only stay with their child. Please see below for directions for drop off and collection.
- We shall be cleaning throughout the day to keep germs to a minimum and will be asking your children to wash their hands frequently. Windows will be kept open as much as possible to improve ventilation in the hall.
- In accordance with the community centre guidance (the hall owners) adults are required to wear masks in all communal areas, the foyer, toilets, kitchen area (the main kitchen is ONLY to be used by Mulberry Pre-school staff when preschool is open) and corridors. We will not be wearing masks in the main hall.
- We will play outside as much as possible so please ensure your child has warm clothing, raincoats, and suitable footwear for every session.

Drop off / pick up

- We are asking parents to check your child's temperature before arrival. If this is above 37.5 please contact us via phone or email.
- Please do not bring your child in if they are showing ANY signs that they are unwell.
- **All children to be dropped off and collected at/from the back gate** in the community centre car park from 8.55am onwards (8.30am if attending Early Bird). Adults will not be permitted into the building unless under certain circumstances as previously mentioned; it is important you do not linger and that you leave as promptly as possible. We ask that you always follow social distancing rules by keeping a 2-metre distance. If there are more than 4 in the queue please wait in your car or over the other side of the road. Drop off may take a little longer as we are ensuring that all children wash their hands on entering preschool.
- At collection we will open the back gate and ask parents/carers to enter the garden and to keep to 2-metre social distancing. We ask that once your child has been handed over that you please leave the premises as quickly as possible to reduce the number of people on-site.
- Where possible we are asking for only one adult to drop off/collect your child. If you have other siblings with you, we ask that you please all stand together and do not allow your children to run round the garden area.
- If you require to speak to a member of staff about your child, please contact us by email or phone to arrange a meeting. If you have an immediate concern, please **phone before** your child arrives at preschool so we can send a member of staff over to you. With extra doors / gates open we need as many staff standing by them to ensure the safety of your children.
- We will continue to send photos and observations via tapestry to keep you updated.

Children's bags and belongings (including lunch boxes, water bottles and sunscreen)

- We will not be allowing any toys or comforters into preschool from home during this epidemic.
- You will need to provide a **named** bag with a full set of spare clothes including socks and shoes. We will not be changing them into preschools spare clothes. With this in mind, please encourage independence at home as we will be asking the children to change themselves where possible.
- You will need to provide a **named** sun hat and apply an all-day high factor sunscreen to your child before dropping them off. Staff members will reapply sunscreen if necessary (**please supply your child with a named bottle of sunscreen**).
- You will need to provide your child with their own **named** water bottle and lunchbox. Within the lunch box please ensure you provide a spoon if needed. We will be asking you to wash lunch boxes and drinks bottles daily when you get home.
- We will try to reduce staff touching your child's food as much as possible, to help us with this, if there is a packet that you know your child struggles to open please practice at home and maybe start it off for them by making a tear or small cut. Preschool will still provide snack and milk for the children.
- Artwork will be kept at preschool for 72 hours or longer before sending home to reduce cross contamination.

What to do if your child or someone in your household is displaying symptoms of coronavirus.

The main symptoms of coronavirus are:

- A high temperature – this means you feel hot to the touch on your chest or back.
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual).
- A loss or change to your sense of smell or taste – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal.
- If your child or anyone of your household is displaying ANY of the above symptoms you **MUST** inform us as soon as you possibly can via phone or email. You and your family will be able to request a test for coronavirus and you will need to self-isolate until you get the results of your test.
- If the test is negative, then your child can return to preschool if they are feeling okay in themselves.
- If the result is positive you and your family must stay self-isolating for at least 14 days.
- If Paracetamol or Ibuprofen has been administered to a child within the last 6 hours before attending pre-school then they cannot attend pre-school. This is non-negotiable and children displaying any symptoms will not be accepted, regardless of the cause, as this cannot be guaranteed.

What happens if someone becomes unwell at pre-school?

- If anyone at Preschool becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#).
- If your child becomes unwell with Covid-19 symptoms at pre-school you or another member of your family must be able to collect your child within 30 minutes of us calling.
- A child showing symptoms of Covid-19 at pre-school will be moved to a separate room whilst they are waiting to be collected. They will be isolated behind a closed door, with one member of staff.
- If they need to go to the bathroom while waiting to be collected, we will use the disabled toilet.
- The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.
- PPE will be worn by the member of staff caring for your child while they await collection.
- In an emergency, we will call 999 if they are seriously ill or injured or their life is at risk.
- If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive.
- The staff member should wash their hands thoroughly for 40 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.
- The child and family will need to be tested and self-isolate whilst awaiting the test results.

0.0 COVID-19 POLICY



- If one person in the child's household gets a positive result the person with the positive result must self-isolate for 10 days and the rest of the household must self-isolate for 14 days.
- If a child becomes unwell and is sent home whilst at Pre-school with Coronavirus symptoms, staff will inform the other parents.
- If the test is negative the child can return to preschool.
- If the test is positive your child along with the rest of your household will all need to be tested and isolation will continue in line with the government's guidelines.

What happens if there is a confirmed case of coronavirus in a setting and closure of the setting

- **If there is a confirmed case of Covid-19 within the pre-school then we will follow the government guidelines at that time and procedures may have to be taken to close the preschool whilst the deep clean and quarantine process is taking place.**
- **There is a possibility the setting will have to close for up to 14 days if a member of staff or a child attending has a positive test result of coronavirus.**
- **We will keep all staff and parents fully up to date daily.**
- **As we are operating out of the community centre if any other groups have a confirmed case we may have to close for the deep clean and quarantine process.**

Play and Learning

Young children are not expected to social distance or wear masks. They should feel safe and secure whilst at pre-school. Within our setting we will have resources out that are easy to clean, some areas may have limited amounts to make regular cleaning easier and more efficient. Rest assured we will still have a range of exciting activities out and we will still have our weekly themes.

Attending other settings

The guidelines at the moment are to keep children attending two settings to a minimum. We will take each child's situation into account before making any final decision. Both settings will need to be in agreement for your child to attend both settings. Risk to children and staff will be taken into account at all times

This policy will be reviewed regularly and updated as and when needed by the government guidelines.

This policy was adopted by:	Mulberry Pre-School
On (date):	1 September 2020
Date to be reviewed:	Every 2 weeks and when needed
Signed on behalf of the provider:	George
Name of signatory:	Georgina Stevens
Role of signatory:	Chair

Government Covid-19 guidance for schools

<https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19>