



Covid – 19

Little Scallywags Day Nursery is fully committed to offering a safe environment for our children, families and staff and never more than during the Covid-19 pandemic. Recent government guidance has set out a framework for us to follow to ensure that we operate in a safe way. This policy will set out how we intend to do this.

Our Little Scallywags Risk Assessment will directly address the risks from COVID19 and take into account children, parents and staff. This risk assessment will be used as a working document and readily available for parents to access and will be reviewed regularly.

This policy was reviewed and applied following Step 4 government guidance.

Guidance for staff working in setting

At this stage it is advised that members of staff who may be at a comparatively increased risk from coronavirus can attend work. Similarly those staff members who live with those who have an increased risk from coronavirus can now attend work. We ask that staff always discuss any concerns with their manager – we will always try as far as possible to accommodate additional measures. Staff who are clinically vulnerable must be extra observant of good hand and respiratory hygiene.

Pregnant staff will review their risk assessment regularly with their manager. This will take into account and include all safety measures and precautions related to COVID19. They are generally advised to follow the advice above, which applies to all staff in early years settings.

Staff will continue to following strict hygiene practices, stated in this policy.

Equipment in the nursery may be shared between groups. Shared surfaces and resources must be cleaned more regularly.

All updated plans will be communicated with parents- either through phone, tapestry or email. This policy will also be available on the nursery website.

Guidance for parents Inc. collection/drop off times:

-Parents and carers will continue to remain outside the front of the nursery for collection and drop offs- a member of staff will collect/drop children to their parents safely.

Parents will be welcomed into the nursery at various times throughout the year – for example; stay and play sessions, parents evenings, meetings with staff, settling in sessions etc.



-Staff must take no more than 8 pre-school children, 4 toddler children or 3 under 2's to the drop/collection point at any one time.

-Parents must adhere to their drop/collection times if appropriate.

- Handover will be completed daily face to face for all children.

-Parents must not drop or collect their child/children if they are displaying symptoms of COVID19.

-Parents must continue to follow strict hygiene practices at home with children by encouraging hand washing.

The role of the manager

Throughout this time, the manager of the setting must ensure all staff stick to the guidelines set out in Little Scallywags Risk Assessment for COVID19.

Managers and the settings Health and Safety Officer will review the nursery risk assessment for COVID19 on a weekly basis – as well as amending this when necessary to do so.

Staff will be asked to complete focussed online training based around COVID19 and infection control.

PPE

At this stage, staff or parents will no longer be required to wear face masks or coverings or any additional PPE beyond what they would normally require for their work. However, staff are welcome to wear face masks in communal areas and when greeting parents if this is their preference.

PPE in the form of face mask, disposable apron and gloves will be available for staff on site who are dealing with children with symptoms of COVID19.

In certain circumstances, there may be occasions where staff are required to wear face coverings in the setting – for example, if there is an outbreak in the setting.

Mixing

At Step 4 it is no longer recommended that it is necessary to keep groups apart as much as possible.



Any decision of the reintroduction to keeps groups apart will not be taken lightly and will take into account the impact it can have on the delivery of education and childcare. However, it maybe that in some cases, it is necessary to keep groups apart for a temporary period.

Playrooms will be kept well ventilated – windows will be kept open (weather/temperature permitted)

Doors will be propped open (where safe to do so) to limit touching of door handles.

The use of the garden will be shared- children may be allocated to certain areas of the garden (please see individual settings risk assessment) The use of outdoors will be used for exercise, breaks and education where possible – only outdoor equipment that can be cleaned regularly each time it is used will be available.

As we enter stage 4, there will be no restrictions on the use of messing and malleable play within the whole setting.

There will be no limits on the number of people that can sing, indoors or outdoors. However, staff must be aware of open ventilation during these activities.

Visitors

Any essential visitor will be given an information sheet on entry to the setting detailing expectations – this includes, following good hygiene practices throughout time spent at nursery.

It is no longer required for visitors to wear face masks/ coverings in corridors or communal areas. However, may do so if this is their preference.

Any visitors to the setting will be advised to clean their hands regularly, as well as before entering and leaving the building.

New Admissions -

New and prospective parents are allowed to visit the setting and may request a visit in person to view the nursery before their child starts. If parents prefer, a virtual showround of the nursery can be sent via email aswell as all the necessary paperwork.

Settling in sessions - Settling in sessions for new children and parents will be offered as normal – in line with our original polciies and procedures. Hand washing facilities must be available for before and after the visit.



Children and Staff travelling from abroad

All children and staff travelling to and from England must adhere to travel legislation. Parents and carers should bear in mind the impact on child's learning and development which may result from any requirement to quarantine or isolate upon return.

Hygiene practices

The government has set out a set of actions that early years settings must take in order to prevent the spread of coronavirus:

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms do not attend the setting
- 2) Clean hands thoroughly - more often than usual - All adults and children must wash their hands for 20 seconds on a regular basis and when entering and leaving the setting, also before and after eating. When a sink is not nearby, hand sanitizer will be provided for children and staff. Help will be given to those children who cannot clean their hands independently.
- 3) Ensure good respiratory hygiene by promoting the 'Catch it, bin it, kill it' approach. Children will be encouraged not to touch their nose or mouth.

Children will be encouraged to remember hygiene practices through use of songs, stories, learning and repetition.

- 4) Introduce enhanced cleaning. The management team will ensure there is a regular supply of disinfectant and other cleaning products on order for each setting. Staff must ensure bins are emptied throughout the day.
- 5) Where possible all windows and doors remain open to ensure all areas are well ventilated and a comfortable environment is maintained
- 6) Where necessary wear appropriate personal, protective equipment. (PPE)

Numbers 1-5 must be in place at all times.

Number 6 will be put in place to suit particular circumstances if appropriate.

Number 7 onwards applies in specific circumstances – as stated in this policy.

Response to any infection

- 7) Engage with the NHS test and trace process
- 8) Manage confirmed cases of coronavirus (COVID_19) amongst the setting
- 9) Contain the outbreak by following local health protection advice



10) Notify Ofsted within 14 days.

Numbers 8-11 must be followed in every case where they are relevant.

Guidance for staff if a staff member or child becomes unwell

When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 10 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario. This also applies to children.

When a child is awaiting collection, they will be moved into a room where they can be isolated behind a closed door if possible where a window is open for ventilation. At this time, the child must be supervised by a member of staff. If a room is not available, the child will be moved to an area when they are at least 2 metres away from other staff or children. Any room's used must be cleaned after a child has left.

At this time, the child must use a separate bathroom to other staff/children, which must be cleaned and disinfected before being used by anyone else.

PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).

In an emergency situation staff must call 999.

Anyone showing **mild** COVID19 symptoms are not advised to visit their GP, pharmacy etc.

If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves or the child subsequently tests positive.

Where the child, young person or staff member tests negative, they can return to the setting.

Guidance for a confirmed case of Coronavirus in the setting

From step 4, any positive case, close contacts will be identified via NHS Test and Trace.

If a case is confirmed in the setting, we will refer to advice given by Public Health England.

Ofsted will also be informed if either staff or children in the nursery has a case of COVID-19



From 16th August children under 18 will no longer have to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive case. Instead, NHS Test and Trace will advise them to take a PCR Test.

From 16th August adults who have been fully vaccinated will no longer have to self-isolate if they are a close contact

Combating the long term effects of the impact of coronavirus

Staying at home for such a prolonged period and the change of routine may have caused difficulties for some children. Consequently we recognise several areas where children and families may need extra support –

- Transitioning back into the setting for all of our children and families – but also recognising that this may be particularly challenging for children who have special educational needs, English as an additional language or other vulnerabilities.
- Recognising the effect that the pandemic may have had on our children's mental health and well being.
- Acknowledging that children may have had a lot more screen time whilst being at home and therefore recognising the importance of teaching our children and families to stay safe online more than ever.
- Recognising that some children will have fallen further behind their peers as a result of time out of nursery – or even a missed diagnosis as a result of a period of absence.

During this period Little Scallywags will:

- Consider how stories, singing and games can be used to help children to socialise and resettle into familiar everyday routines.
- Plan how children can learn in age-appropriate ways about how they can keep themselves safe, including regular handwashing and using tissues.
- Consider how to encourage children to learn and practise these habits through games, songs and repetition

In order to achieve these outcomes Little Scallywags will make use of the following resources where appropriate:

- [Professional association for children and early years \(PACEY\): supporting children in your setting](#)
- [Dr Dog explains coronavirus](#)
- [2 metres apart activity](#)
- [Our hand washing song](#)
- [Talking to Children about COVID-19 \(novel coronavirus\)](#)
- [MindEd learning platform for professionals.](#)

Homelearning:



It is unfortunately inevitable that some of our children will be asked to isolate at home and will therefore at some point miss valuable learning taking place at nursery. When this does occur we will provide ideas and where possible resources to support home learning. Where possible key workers will keep in contact with their key groups through the use of Tapestry. (Alternative methods of communication will be offered if Tapestry can not be accessed.)

During circumstances where children are at home for prolonged periods Little Scallywags will direct parents to:

- The [Hungry Little Minds](https://hungrylittleminds.campaign.gov.uk/) campaign – This campaign features tips and practical activities that parents can do at home with children to support their early learning. There are many simple ways to help children learn and it does not have to be formal. Having everyday conversations, make-believe play and reading together all make a big difference to children's development. Use this link to access the resources: <https://hungrylittleminds.campaign.gov.uk/>

Other links to signpost parents to are:

- The BBC's [Tiny Happy People](https://www.bbc.co.uk/tiny-happy-people) @ <https://www.bbc.co.uk/tiny-happy-people> and the [National Literacy Trust's Family Zone](#) for more ideas and content
- Early Years development programme @ <https://www.earlyyearsdpd.com/course/view.php?id=30>
- [help children aged 2 to 4 to learn at home during coronavirus \(COVID-19\)](#)
- If your child is also being supported at nursery with speech and language targets, you can work on these at home as well as accessing Early Language and Communication resources @ <https://www.kentcht.nhs.uk/childrens-therapies-the-pod/speech-and-language-therapy/early-years-language/>

During any isolation periods or periods of lockdown Little Scallywags will work with the local authority to monitor the welfare of any vulnerable children who are not attending provision, as well as other children that we might wish to keep in touch with for safeguarding purposes.

Any children who receive support due to a special educational need will continue to receive this support from home, advice will be given on how parents can best support children to achieve their targets from home.

Little Scallywags values our parent partnership and even during times where parents and carers are unable to freely enter the setting we want to ensure that parents/carers are still as involved as possible. Tapestry will be used to upload photographs of the nursery environment, display boards, general information and anything else that we feel would be beneficial to share. If parents can not access Tapestry alternative methods will be used.

Routine home learning – such as use of the library, all about me boxes, home-link books etc - will still occur but will be organised in ways that ensure they are covid secure.



Children can take books and other shared resources home.

This policy was reviewed on 16th August 2021.