



Covid-19 Policy –September 2020 Reviewed January 2021

This policy sets out the measures we will take to help protect staff, children and families during the Covid-19 pandemic. Our aim is to, where possible, keep the children in education, but to do so safely following all guidance set out by the Department for Education and Public Health England. The Centre will work to its best endeavors to operate safely and help prevent the spread of the virus.

To mitigate the spread of the virus staff, parents and children are requested to follow our safety measures diligently and consistently to sustain a healthy and safe environment for everyone. This policy may be subject to change as required and with the introduction of new Government guidelines.

Risk Assessment

The Centre has a detailed risk assessment in place to manage the day to day operational tasks that we carry out. Additional measures will be in place, specific to Covid-19 and we will be guided by the advice of Public Health England. This risk assessment will be shared with Governors, Staff and Parents.

Infection Control

We are told that the infection risk of Covid -19 following contamination decreases over time. Studies suggest that the risk is likely to reduce significantly after approximately 72 hours. To significantly reduce the spread of the virus and risk of transmission the following measures will be carried out.

- Creating groups 'bubbles' of children and practitioners with no contact between 'bubbles'
- Operating differently to enable us to have dedicated space for 'bubbles'
- Cleaning hands for both adults and children more often, for 20 seconds with soap and water or hand sanitiser if this isn't available
- Limiting access to the building to staff, and ensuring that any essential visitors including parents also use hand sanitiser upon entry and exit to the building
- Keeping the school well ventilated
- Promoting key messages and hygiene practices such as "Catch it, Bin it, Kill it" and double bagging all waste that may be contaminated
- Introducing stringent cleaning regimes of frequently touched surfaces and flash points as well as resources
- Stopping children from bringing in toys from home or leaving pushchairs and car seats on site
- Maintaining social distancing for sleeping children
- Ensuring all laundry is washed at a minimum of 60 degrees
- Making alterations to the learning environment

PPE

Staff do not require PPE beyond what they would normally use for their work, however it will be needed if a child or adult becomes unwell with symptoms of Covid-19 whilst at the Centre and requires supervision until they can return home. A fluid resistant mask, apron and gloves will be worn by the supervising adult if the 2 metre social distancing rule cannot be maintained. This is likely to apply within our Centre due to the age group we teach. All PPE will be disposed of immediately, by double bagging and hand hygiene followed to minimise the risk of cross contamination. The cleaner will be informed of all potential contaminated waste and spaces that will then require additional stringent cleaning. Cambridgeshire County Council have provided us with a 'grab bag' of PPE which will be distributed across 'bubble' bases. CCC will support us in maintaining the appropriate levels of PPE. In the event that PPE is unavailable to



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protect staff, then the Centre may be forced to temporarily close, however we will seek alternative suppliers and talk to other schools first to do all we can to maintain stock.

Social distancing

It is recognised in guidance that Early Years children cannot be expected to remain 2 metres apart from each other, however following our risk assessment and infection control procedures then the likelihood of transmission could be significantly reduced.

Organisational controls

The Centre will operate additional control measures to help prevent the spread of Covid-19. These will include:

- Staggered drop off and collection times
- Being outdoors as much as possible
- Keeping staff in their 'bubble' and limiting interaction with other team members
- Staggering lunch breaks for staff in their 'bubble'
- Ensuring parents drop off and collect swiftly with minimal contact with staff
- Having clear signage for parents so they can follow the guidance
- Applying a 2m social distancing rule for parents and staff
- Having designated entrance sites for 'bubble' groups
- Using video conferencing, email, Whatsapp broadcasts and phone calls to communicate with team members and parents
- Not allowing any visitors into school unless it is for essential maintenance
- Providing parents with temperature strips so if they suspect the child might have a temperature they have the means to check and take action
- Not admitting new children into the Centre until the guidance allows us to increase our numbers or significant space becomes available such as when large cohorts of children move in Primary School.
- Masks will be worn when moving through the building and when entering the kitchen.

Education and well-being

Our focus will be placed on re-settling and settling the children and supporting them with their anxieties and fears. This will be our main priority. In addition children will be supported to understand steps to stay safe that are age appropriate. Staff will be vigilant and follow infection control procedures for coughs and sneezes etc. The Early Years Foundation Stage will remain our curriculum for teaching and learning. We will also use elements of the SWAN framework and Recovery curriculum with a focus upon physical and emotional safety.

Symptoms of Coronavirus

If anyone becomes unwell with a new, continuous cough or high temperature they will be sent home and advised to follow the current guidance. This currently states;

- To stay away from the Centre for 10 days in self-isolation
- Their household must self-isolate for 14 days
- Staff and children will be able to access a test to determine if they have the virus, if the test is negative the staff member or child can return to the Centre and fellow household members can end their self-isolation



Covid-19 Policy –September 2020 Reviewed January 2021

Confirmed cases of Covid-19

Where a child or staff member tests positive for the Coronavirus then the following procedures apply;

- All children and staff within their group/bubble will be asked to self-isolate for 14 days
- The Head of Centre will contact Public Health England for advice on any further action to take
- In some cases a larger number of children may be asked to self-isolate at home as a precautionary measure
- The Centre will maintain good hygiene practices and if advice suggests that closure is not necessary it may remain open for remaining children
- Whether the Centre is closed or not, appropriate additional cleaning will be carried out
- Parents will be informed of confirmed cases and any closures as a result
- In the event of not having enough staff to open, ratios may be relaxed if it is safe to do so. Adults who may be asked to cover absence will be tested first before being brought into the new 'bubble'. In the event where closure is unavoidable parents will be given as much notice as possible.

Testing

All staff and children within the Centre will be able to access testing as well as members of their household. Parents of children with symptoms of Coronavirus will be signposted to NHS 111 to obtain the test. The Centre will book a test on behalf of a staff member suspected of having the virus through the on-line portal, alternatively staff can also do this for themselves. Clear tests will allow children and staff to return to work swiftly or isolate appropriately if it is positive.

Written 3rd September 2020

Reviewed January 2021

This policy will be reviewed in accordance with new government updates and remain in place until we are advised that the threat of Coronavirus has ceased.