

Pop Up Nursery COVID-19 Policy

Policy statement

Precautions, Practice & Procedures

This Policy outlines Pop Up Nursery response in relation to the Coronavirus (COVID-19) Pandemic 2020. It follows to the best of our ability guidelines set out by the UK Government and the Department of Education.

What is COVID-19 / Coronavirus?

The World Health Organisation gives the following overview:

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus.

Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

Research from Public health England has also highlighted that BAME communities are disproportionately affected by COVID-19 and can have worst outcomes. We are committed to addressing and implementing recommendations that have been proposed from Public Health England documentation **Beyond the Data: Understanding the impact of COVID-19 on BAME groups**. In particular we will address concerns around racism, bullying, discrimination and unfair treatment. This will be carefully monitored and regularly reviewed with relevant agencies and colleagues to ensure that those most at risk are appropriately safeguarded and receive relevant information and guidance.

The best way to prevent and slow down transmission is be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol-based rub frequently and not touching your face.

The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it is important that you also practise respiratory etiquette (for example, by coughing into a flexed elbow).

At this time, there are no specific vaccines or treatments for COVID-19. However, there are many ongoing clinical trials evaluating potential treatments. WHO will continue to provide updated information as soon as clinical findings become available: www.who.int/health-topics/coronavirus

Check the NHS website if you think you or your child may have symptoms or view the information at the end of this document: www.nhs.uk/conditions/coronavirus-covid-19/symptoms-and-what-to-do

How to stop infection spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19.

Do

- ❖ Wash your hands with soap and water often – do this for at least 20 seconds.
- ❖ Use hand sanitiser gel if soap and water are not available.
- ❖ Wash your hands as soon as you get home.
- ❖ Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.
- ❖ Put used tissues in the bin immediately and wash your hands afterwards.

Don't

- ❖ Do not touch your eyes, nose or mouth if your hands are not clean

Implementing new measures

The outlined measures below will be in place until the end of the December 2020.

What the Nursery will do:

- ❖ The children's safety and well-being is our main priority as a staff team and all appropriate measures will be taken to support this.
- ❖ **Any staff experiencing symptoms will self-isolate for 10 days. Anyone living with someone who is experiencing symptoms will self-isolate for at least 14 days.**
- ❖ Use the test booking portal system to book COVID-19 Tests for staff with suspected cases: For staff who report symptoms, please inform the individual that they should apply to have a COVID-19 test. These are available on-line via the GOV.UK [essential workers portal](https://www.gov.uk/essential-workers-portal).
- ❖ Parents will be notified of any confirmed cases of COVID-19 via the text messaging system and a sign on the door.
- ❖ **A suspected or confirmed case or outbreak will be reported to the Local Authority via a survey link by 11am and this will be done daily for 14 days from the notification date. Public Health England will be contacted by email lcrc@phe.gov.uk or by phone on 0300 303 045 in line with Government guidance. It will require the group of children the child was in (bubble) and all staff/children to self-isolate. We will also review if the rest of the setting needs to close should any more children/staff have symptoms.**
- ❖ Hand sanitiser will be available on entry to the setting, in toilets and signs will be put up reminding all staff/visitors to use hand sanitiser when entering and exiting the nursery.
- ❖ Staff will clean surfaces such as taps and door handles with an antibacterial spray or antibacterial wipes frequently throughout the day.
- ❖ Where possible staff will carry out social distancing measures. (Never at the risk of a child's well-being).
- ❖ Staff will be provided with PPE for use in the setting (if a child becomes unwell) in line with DFE and PHE guidance.
- ❖ All toys will be frequently cleaned using an antibacterial spray or antibacterial wipes. Toys will be divided between two rooms. Children will have their own bag with crayons, paintbrush and pencils. Sand will also be in individual trays.
- ❖ As far as possible soft furnishings and toys will not be used in the setting.
- ❖ Events such as the end of year party will be cancelled and children will not go on any visits to the local park.
- ❖ Drop off and Collection procedures will be amended. Parents will use the playground entrance on Wornington Road and their children will be collected in the playground and dropped off in the playground. Parents will be encouraged to stand two metres apart.
- ❖ Paediatric First Aid requirements will be met at all times. All staff have current first aid certificates.
- ❖ The setting will keep up to date with advice and directions from appropriate bodies and will amend practice and procedures accordingly.
- ❖ Staff will report any concerns or issues they may have regarding unsafe working conditions to their manager or if they prefer to HR or to the staff council and this will be assessed and changes will be made when necessary.

- ❖ Staff will signpost parents to local services they can access and will include in their half termly newsletter information on health and well-being.
- ❖ Staff and trustees will also monitor data from Public Health England on COVID-19 on infection rate in the local area and if infection rates rise rapidly the nursery will close.
- ❖ If information is needed translated staff will do this verbally or in writing. If we are unable to do this we will contact Early Help for support.
- ❖ If visitors are admitted to the setting they will be expected to wear a mask which will be provided by the nursery.

What Parents will do:

- ❖ **Parents will not bring children to setting if they or someone in their household is unwell or experiencing symptoms of COVID-19 which is a high temperature, dry cough, diarrhoea, headache, sore throat and loss of taste and smell.**
- ❖ Children and families will access testing if they have suspected symptoms and will stay at home until they have a diagnosis.
- ❖ To obtain a test a call will be made to NHS by calling 111. If diagnosed with COVID-19 your child stay will stay at home for ten days or until symptoms go. If someone else in the family is diagnosed with COVID-19 your child will stay at home for 14 days.
- ❖ Parents will inform setting immediately of any confirmed cases of COVID-19.
- ❖ Parents will use the playground entrance on Wornington Road and their children will be collected in the playground and dropped off in the playground. Parents will be encouraged to stand two metres apart.
- ❖ Parents will not come into the setting building without prior arrangement. If they need to come into the setting they will use the hand sanitiser providing entering and exiting the nursery. They will also be allocated a mask to wear.
- ❖ Only one adult will drop off children.
- ❖ Parents will avoid public transport as far as possible and children will walk/cycle/scoot to setting.
- ❖ Ensure all children's belongings are clearly labelled with their names and that all children have sufficient spare clothing.
- ❖ Update equalities information for yourself and child.

What Children will do:

- ❖ It is impossible to ask very young children to carry out social distancing measures but they will be supported to stay as safe at the setting as possible.

- ❖ Where possible children's bags containing spare clothes etc. should be waterproof and easy to wipe down
- ❖ Children will thoroughly wash hands/use sanitiser on arrival and exit from nursery.
- ❖ If a child becomes unwell with suspected COVID-19 they will be isolated in a room with a familiar adult until they can be collected. This room will then be professionally cleaned before further use.
- ❖ Large group times will not occur, instead children will join in smaller groups for Gathering & Story Times (4 children maximum). These will take place in larger spaces and outdoors as much as possible and children will stay with the same adult in their 'bubble'.
- ❖ Regular sessions with a focus on hygiene, handwashing and spread of germs will take place to support children's understanding. Songs games and stories will be used to support this.
- ❖ Children will have their own plate, cup and cutlery labelled and it will not be shared with other children and washed regularly. Children will keep social distance during snack and lunch time. They will not share food.
- ❖ Children will not bring non- essential items to the nursery such as toys or a blanket.

Procedures for Coming Back to Setting after Closures

Once directed to open by the Government/Local Authority the setting will manage a staggered start. The setting will be open to all children as outlined.

Please see: [Department for education:](#)

- ❖ Actions for educational and childcare settings to prepare for wider opening from 1 June 2020.
- ❖ Implementing protective measures in education childcare settings.
- ❖ Information for parent and carers.
- ❖ Early Years DFE Handbook (comes out this week)

Setting procedure:

- ❖ The setting will contact all parents prior to opening which is the 7th September 2020.

Drop Off & Collection Procedures

To minimise the risk of spreading infection and in creating 'Gatherings' of people, parents will not be admitted into the building unless by prior arrangement.

Only one adult to drop off and collect to minimise numbers of people.

On Arrival

When arriving at Nursery please try to keep your distance from others by standing 2 metres apart in the playground (a bit like when you visit the supermarket). Please do not gather in the setting entrance way.

Children will be collected and taken into the setting.

Morning Arrival

To stagger their arrival, children will be able to start their day between 9am and 9:30am.

The Main door will be open between 9.00am and 9:30am. At this time please send your child through the setting entrance to the adult on the door. They will then be supported by a staff member to hang up their things and to wash their hands before playing.

Afternoon Arrival

To stagger their arrival, children will be able to start their day between 12:15pm and 12:30pm.

The Main door will be open between 12:00 and 12:30. At this time please send your child through the entrance to the adult on the door. They will then be supported by a staff member to hang up their things and to wash their hands before playing.

Collection

Morning Collection

For children attending a morning session collection will be between 12:00 & 12.15pm.

When arriving at Nursery please try to keep your distance from others by standing 2 metres apart in the playground (a bit like when you visit the supermarket). Please do not gather in the setting entrance way. Your child will be brought out to you.

Children will use the toilet and wash their hands before leaving.

Afternoon Collection

For children who attend until 3pm.

For children attending a 30 Hour place collection will be between 2.45pm & 3.00pm.

When arriving at Nursery please try to keep your distance from others by standing 2 metres apart in the playground (a bit like when you visit the supermarket). Please do not gather in the setting entrance way. Your child will be brought out to you.

Children will use the toilet and wash their hands before leaving.

Information

If you're not sure if you need to self-isolate

If you have symptoms of COVID-19 (a high temperature or a new, continuous cough), [use the 111 coronavirus service](#) to find out what to do.

How long to self-isolate

If you have symptoms

If you have symptoms of COVID-19, you'll need to self-isolate for 10 days.

After 10 days:

- ❖ If you do not have a high temperature, you do not need to self-isolate
- ❖ If you still have a high temperature, keep self-isolating until your temperature returns to normal

You do not need to self-isolate if you just have a cough after 7 days. A cough can last for several weeks after the infection has gone.

If you live with someone who has symptoms

If you live with someone who has symptoms, you'll need to self-isolate for 14 days from the day their symptoms started. This is because it can take 14 days for symptoms to appear.

If more than 1 person at home has symptoms, self-isolate for 14 days from the day the first person started having symptoms.

If you get symptoms, self-isolate for 10 days from when your symptoms start, even if it means you're self-isolating for longer than 14 days.

If you do not get symptoms, you can stop self-isolating after 14 days.

COVID-19 in children

Children can get COVID-19, but they seem to get it less often than adults and it's usually less serious.

What to do if your child has symptoms of COVID-19

The symptoms of COVID-19 are:

- ❖ A high temperature

- ❖ A new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours
- ❖ Loss of taste and smell
- ❖ Headache
- ❖ Sore throat
- ❖ Diarrhoea

Call 111 if your child has these symptoms to apply to have a COVID-19 test. These are available for all ages (including the under 5's) and you can also do this on-line at [NHS portal](#).

What to do if your child seems very unwell

Children and babies will still get illnesses that can make them very unwell quickly. It's important to get medical help if you need it.

Urgent advice: Call 111 or your GP surgery if your child:

- ❖ Is under 3 months old and has a temperature of 38C or higher, or you think they have a fever.
- ❖ Is 3 to 6 months old and has a temperature of 39C or higher, or you think they have a fever.
- ❖ Has other signs of illness, such as a rash, as well as a high temperature (fever).
- ❖ Has a high temperature that's lasted for 5 days or more.
- ❖ Does not want to eat, or is not their usual self and you're worried.
- ❖ Has a high temperature that does not come down with paracetamol.
- ❖ Is dehydrated – for example, nappies are not very wet, sunken eyes, and no tears when they're crying.

Immediate action required: Call 999 if your child:

- ❖ Has a stiff neck.
- ❖ Has a rash that does not fade when you press a glass against it ([use the "glass test" from Meningitis Now](#)).
- ❖ Is bothered by light.
- ❖ Has a seizure or fit for the first time (they cannot stop shaking).
- ❖ Has unusually cold hands and feet.
- ❖ Has pale, blotchy, blue or grey skin.

- ❖ Has a weak, high-pitched cry that's not like their usual cry.
- ❖ Is drowsy and hard to wake.
- ❖ Is extremely agitated (does not stop crying) or is confused.
- ❖ Finds it hard to breathe and sucks their stomach in under their ribs.
- ❖ Has a soft spot on their head that curves outwards.
- ❖ Is not responding like they usually do, or not interested in feeding or usual activities.

Further guidance

- ❖ COVID-19 Guidance and support gov uk
- ❖ Actions for educational and childcare settings to prepare for wider opening from 1 June 2020
- ❖ Implementing protective measures in education childcare settings
- ❖ Information for parent and carers
- ❖ Guidance for Early Years Providers

Policy approval

This policy was adopted by

Pop Up Nursery at Venture Centre

Date adopted

June 2020

Date to be reviewed

October 2020

Signed on behalf of the provider

Name of signatory

Role of signatory (e.g. chair, director or owner)