

Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment.

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.

20.0 Coronavirus (Covid-19) Operational Policy

As the current Coronavirus pandemic situation changes and brings inevitable changes from government policy, guidance, to our own internal operational adjustments, this document is intended as a working document and will be updated regularly as necessary

Version 1 - Document updated as of 4th June 2020 initial reopening

Version 2 – Document updated as of 1st July 2020 for full day reopening

Version 3 – Document updated as of 29th November 2021 in the light of Omicron Variant and subsequent government guidelines

Policy statement

It is paramount to us all to protect the staff and the children at Cuckoo Meadow Pre-School. It is therefore expected that staff, parents, carers, volunteers and committee members have read, understood and adhere to the guidelines, operational policies and procedures and take note of the separate risk assessment.

Procedures

Risk assessment

A specific Risk Assessment has been prepared in line with Government guidance, as well as with the support and guidance of Hampshire Services, responsible for pre-school provision across Hampshire.

Main Points

In line with the Government's guidance:

- We will be opening 9am-3pm.
- All staff have completed Infection Prevention and Control in an Early Year's Setting training and been fully briefed on all new practises outlined below.
- We have reviewed our curriculum and play provision, continuing to deliver the learning and development requirements set out by the EYFS standards as much as possible.

Attendance

- Parents with children classed as clinically extremely vulnerable due to pre-existing medical conditions should consider whether their child attends pre-school.
- Only children who are symptom free or have completed the required isolation period will attend the setting.

- Parents to minimise, as far as possible, the number of childcare settings their child attends to help contain any cross contamination. The individual situation of each child will be reviewed and documented in advance of a return to pre-school and only in such cases where significant concerns are noted, would a delayed return to pre-school be proposed whilst further guidance is sought.

Drop off/pick up

- Where feasible, only one member of a household to drop off/pick up children.
- Where feasible, parents and children are encouraged to walk to and from pre-school while maintaining social distancing.
- Social distancing must be adhered to at all times both in the playground and the car park.
- Children's hands will be sanitised by a member of staff and then will be from parents at the main door.
- Parents will not be permitted to enter the pre-school, unless wearing a mask.
- Children will wash their hands before and after snack time and lunch time.
- Children will have their hands sanitised at the end of the day.
- As normal, one child at a time will be released for collection at the end of the session by one parent who is to socially distance themselves on the playground.

Change of clothes and water bottles

- Children must wear clean, laundered clothes daily, which should then be washed as soon as they return home.
- A change of clothing for your child should be brought to pre-school in a named bag that can be placed on their coat peg.
- Named water bottles must be brought in, these should be hot washed as soon as they come back home.

Physical Distancing

- The use of communal areas such as the disabled toilet will be restricted to one child at a time.
- If an accident happens, whilst it is dealt with, no one else should use the bathroom, any child requiring the bathroom at this time will be taken to communal toilets used by the staff.
- Doors and windows will be opened frequently to encourage ventilation, when possible. The use of CO2 monitor will help us gauge level of ventilation.

Children's Wellbeing and education

- Children should be supported to understand the changes and challenges they may be encountering as a result of Covid-19 and staff need to ensure they are aware of children's attachments and their need for emotional support at this time.

- Parents are encouraged to share any specific concerns they may have to help facilitate a smooth return to pre-school after being absent due to COVID-19

If a child starts developing symptoms

- If a child begins to display a continuous cough or a high temperature, they will be sent home to isolate as per the Government's guidelines.
- A child awaiting collection should be moved if possible and appropriate to the Doris Cook room with an adult to await pick up.
- If it is not possible to maintain social distancing whilst waiting with the child, the staff member should wear appropriate PPE including a mask, apron and gloves. More information on these protocols are detailed in the Government's guidance documents shared below.
- Should any child attending the setting receive a positive Covid-19 test, government advice should then be followed by all those impacted and their immediate families.

Workforce

- Staff should only attend pre-school if they are symptom-free.
- Should any staff member attending the setting receive a positive Covid-19 test, government advice should then be followed by all those impacted and their immediate families.
- Consideration should be given to limiting the number of staff in the pre-school session at any one time to only those required to care for the expected occupancy levels on any given day.
- Practitioners should receive clear communication regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of the children and themselves.
- Staff MUST wash hands before food preparation.
- Adults to handle eaten food as little as possible.
- Adults and children to be responsible for their own food rubbish.
- Staff to have completed online training on infection control and standard operational procedure.
- Staff wellbeing to be prioritised and a flexible approach be adopted as much as possible as required.
- If staff choose to wear face coverings guidance will be issued to ensure that they do so safely.
- Staff will continue to test twice weekly at home, with rapid lateral flow device (LFD) test kits, 3 to 4 days apart. Testing remains voluntary but is strongly encouraged in our setting.

Parents

- Parents will be asked to sign to confirm they are aware and agree with the updated setting procedures.
- Parents should receive clear communication regarding the role they play in safe operating procedures and all measures being taken to ensure the safety of their children and themselves.

Parents Committee

- Where possible Parents Committee meetings should take place via virtual conferencing.

Cleaning

- Follow Government's guidance on cleaning of non-healthcare setting.
- Clean and disinfect frequently touched surfaces throughout the day. This includes tables, chairs, resources, equipment, doorknobs, light switches, handles, toilets, taps, soap pumps and sinks.
- Wear one pair of disposable gloves for cleaning and dispose of immediately after cleaning.
- Regularly clean electronics, such as phone, tablets, keyboards throughout the day.
- Ensure children sanitise hands on arrival at the pre-school and regularly wash their hands throughout the day, as well as before eating, after coughing or sneezing.
- Wash hands regularly for 20 seconds using soap and water, ensuring the hand-washing station is accessible and stocked with soap.
- Children should be supported to do as much for themselves as possible.
- Should a child have an accident, once the child has been sorted out, then the bathroom will be cleaned and disinfected before being used by anyone else.
- Children who touch their face will be encouraged to stop then wash their hands.

Confirmatory PCR tests

- Staff and children with a positive rapid lateral flow test result should self-isolate in line with COVID-19: guidance for households with possible coronavirus infection.
- They will also need to get a free PCR test to check if they have COVID-19..
- While awaiting the PCR result, the individual should continue to self-isolate.
- If the PCR test is taken within 2 days of the positive rapid lateral flow test, and is negative, it overrides the rapid lateral flow test and they can return to the setting, as long as the individual does not have COVID-19 symptoms.

Reasonable Judgement

In most cases, it is hoped that parents and carers will agree that a child with symptoms should not attend the setting, given the potential risk to others. If a parent or carer insists on a child attending our setting, we can take the decision to refuse the child if, in our reasonable judgement, it is necessary to protect other children and staff from possible infection with COVID-19. We will make this decision carefully considering the circumstances and current public health advice.

Reporting COVID-19 cases to OFSTED

We are legally bound to report all positive cases of COVID-19 within our setting to OFSTED within 14 days.

Further guidance

Government Guidance as of 29th November 2021

The Government guidelines for Actions for Early Years and Childcare Providers during the Coronavirus (COVID-19) Outbreak is available [here](#)

The Government guidelines for Managing Coronavirus (COVID-19) in Education and Childcare settings is available [here](#)

The Government guidelines for Early Years and Childcare: Coronavirus (COVID-19) is available [here](#)

This policy was adopted at a meeting of	Cuckoo Meadow	<i>(name of provider)</i>
Held on	<u>29/11/2021</u>	<i>(date)</i>
Date to be reviewed	As required depending on pandemic developments	<i>(date)</i>
Signed on behalf of the provider	_____	
Name of signatory	_____	
Role of signatory (e.g. chair, director or owner)	_____	