

Elephant and Castle Child Care Centre COVID-19 Site Operating Procedures

These policies and procedures are precautionary measures to reduce the spread of COVID-19 disease in our setting. The guidelines have been informed by Public Health England and Department for Education for educational settings and their key workers.

Children

Area of Consideration-

Attendance

- Only children who are symptom free or have completed the required isolation period should attend the nursery.
- On arrival, we will be taking the children's temperatures and risk assessing their appeared health.
- At this time, do not bring your child into nursery if you have had to administer calpol/nurofen in the last 12 hours.
- Health questionnaires will need to be completed for children that have experienced an isolation period.
- Children that may develop symptoms or become unwell during their session will require prompt collection.

Physical Distancing

- Care routines including provision of meals, nappy changes and toileting will be organised with as much distancing as possible.
- The outdoor space will be used as much as possible.
- Distancing of cots and beds at rest time will be facilitated.
- Children that appear to develop symptoms or become unwell at nursery will be isolated from their peers until they are collected.

Wellbeing and Education

- Children will be supported in age appropriate ways to understand the steps they can take to keep themselves safe, including regular hand washing, sneezing into a tissue and coughing into their inner elbow.
- Children will be supported to understand the changes and challenges they may be encountering as a result of COVID-19. The team will ensure and are aware of each child's attachments and their need for emotional support at this time.
- At this time no toys or comforters from home are permitted into the main nursery. Items from home can stay in bags and only be used for rest/sleep times.

Parents and Carers

Area of Consideration-

Physical Distancing

- Only parents/carers who are symptom free and/or have completed the required isolation periods will be able to drop off or collect their child.

- At this time only one family at a time must approach and wait at the nursery door. When waiting to drop off and collect, physical distancing must be adhered to.
- Parents/Carers are only permitted to enter the nursery, for the purpose of settling in sessions.
- During this period, minimal contact is required between parent/carer, other children and team members.

Communications

- Parents/Carers should receive clear communication regarding the role they play in the safe operating policies and procedures and all measures being taken to ensure the safety of their children and themselves.
- Please use Tapestry to keep informed with your child's development and activities.

Compliance with Government Guidance and Restrictions

- Parent/Carers must follow and adhere to all current guidance and restrictions which have been put in place and made law. If we are aware that any of the guidance or restrictions have been broken, we will enforce a ten day exclusion period.

Workforce

Area of Consideration-

Attendance

- Team members should only attend the nursery if they are symptom free, have completed the required isolation period or achieved a negative test result.
- Staff levels will be strictly limited at any one time, required to care for the expected occupancy levels on any given day.

Physical Distancing

- Team members should avoid physical contact with each other.
- Where possible, meetings and training sessions should be conducted through virtual conferencing.
- Social distancing must be maintained during breaks and when entering and using smaller spaces in the nursery.

Training

- Team members will receive appropriate instruction and training in infection control and risk assessment within which they will be operating.

Testing

- Team members will complete a Lateral Flow Test, twice a week in accordance to the Agreement and risk assessments in place.

Visitors

Area of Consideration-

Visits

- Attendance to the setting should be restricted to children and team, as far as practically possible. Visitors should only be permitted to the nursery, if deemed essential. Essential maintenance should be carried out, outside operational hours where possible.
- Prospective families will only be permitted into the setting at specific and limited times. Only one member of the family is able to attend the initial visit.

Travel

Area of Consideration-

Travel Associated with Setting Operations

- Team and parents/carers should travel to nursery alone, using own transport.
- Parents/Carers that require leaving travel accessories at nursery must ensure the outside storage container is used.
- Outings from the setting into the local community should be restricted.

Hygiene and Health and Safety

Area of Consideration-

Hand Washing

- Team members and children must sanitise their hands upon arrival at the setting.
- Team members must wash their hands frequently and also encourage the children to do so.

Cleaning

- Communal areas touch points and hand-washing facilities must be cleaned and sanitised regularly.
- Shared equipment and devices must be sanitised in-between each use and hands must be washed before using.
- All resources required for play and learning experiences of children should be regularly cleaned and sterilised where appropriate.

Laundry

- All items that require laundering with in the setting must be washed in line with NHS laundry guidelines.
- Children must not share bedding.

Risk Assessment

- All activity must be risk assessed and due consideration given to any adaptations to usual practice. It is expected and would include, but not limited to the suspension of learning experiences involving materials which are not easily washable such as malleable materials and the suspension of the children self serving foods and sharing utensils.

PPE

- Government guidance is that PPE is not required for general use in early years settings to protect against COVID-19 transmission. PPE should continue to be used as 'normal'. PPE in the form of a mouth covering and eyes, should be used when caring for a child with suspected covid-19 systems.

Supplies

Area of Consideration-

Procurement and Monitoring

- The setting should ensure an adequate supply of essential supplies and contingency plans are in place to minimise the impact of any shortage. The setting will not be able to operate without essential supplies required for infection control.
- In the case the supply of food is interrupted, parents/carers may need to supply their child with a packed lunch.

Responding to a Suspected Case

- In the event of a child developing suspected coronavirus symptoms whilst attending nursery, they should be collected as soon as possible and isolate at home in line with the NHS guidance.
- Whilst waiting for the child to be collected they should be isolated from others, in a previously identified area. If possible the room/area must be well ventilated. The team member caring for the child must wear protective PPE.
- The area must be thoroughly cleaned, immediately if the area cannot be left unvisited and if the area can be left unvisited then cleaned after 72 hours.
- The person responsible for cleaning the area should wear appropriate PPE.
- In the event a team member develops suspected coronavirus symptoms whilst working at the setting, they should return home as soon as possible and isolate in line with the NHS guidance.
- The E&CCC is a small setting with a small team, the operation of the nursery could be compromised if two team members have to isolate during the same period

These procedures have been put in place and adopted in March 2020 and will be reviewed and amended as necessary. Reviewed and amended, March 2021.

