

## Little Fingers Pre-school COVID-19 Operation Plan/Policy for Parents and Children

Updated on 12/05/2022 and in line with changes to Government Guidelines

NHS Advice from 06/04/2022

Our primary aim is to keep the pre-school as safe as possible from the transmission of COVID. We know the working environment will be different however, children should not feel a significant change in their nursery experience.

The Operation Plan below, contains guidance from the Department of Education and the government to create protective measures for all children, their families and the staff working in the nursery.

**We will no longer report positive PCR test results to early years' service or Ofsted, unless we have an outbreak (over 10% of children or staff testing positive or the setting has too partially or fully close).**

Focus	Area of consideration	Recommendations
	Attendance	<p>There is no longer a legal requirement for people with coronavirus (COVID-19) infection to self- isolate, however if you have any of the main symptoms of COVID-19 or a positive test result, the public health advice is to stay at home and avoid contact with other people. Please note the infectious period is from two days prior to the onset of symptoms, or positive test result if asymptomatic, to 10 days after.</p> <p>We as a setting ask you to follow the below instructions to enable us to protect the vulnerable and support us to remain open and sustainable:</p> <p>We ask that you keep your child at home for up to 6 days (from date of positive test or first symptom), following a negative test on the 5th and 6th day.</p> <p>We ask that they do not return until the 5th/6th day, unless they continue to be unwell and therefore, we ask that they do not return until fit to be in the setting.</p> <p>Please also follow advice for</p> <ul style="list-style-type: none"><li>• People with any of the main symptoms of COVID-19</li></ul>

		<ul style="list-style-type: none"> <li>• People who have received a positive COVID-19 later flow device (LFD) or polymerase chain reaction (PCR) test result.</li> <li>• People who live in the same household as, or who have had close contact with, someone who has COVID-19.</li> </ul> <p>Little Fingers Pre-school will not accept children in the setting with a positive COVID-19 test or key symptoms of COVID-19, due to the potential risk to others.</p> <p>If your child is not attending Little Fingers, please feel free to speak to Miss Leanne Shuttleworth (Pre-school Manager) about continued support for learning, through contact with your child’s key person.</p> <p>You may wish to look at the following websites to support your child whilst at home:</p> <ul style="list-style-type: none"> <li>• Hungry little minds * BBC Tiny Happy People * Words for life * Help children aged 2 – 4 to learn at home: coronavirus (COVID 19)</li> </ul> <p>The front gate will be used to drop off children in this current climate. However, parents/carers can enter the setting to collect their child/ren providing they do not have any COVID-19 symptoms and have not tested positive.</p> <p>Where possible, a familiar adult should drop off your child and collect to prevent different people entering the pre-school.</p> <p>The legal requirement to wear a face covering no longer applies. However, the Government suggests that you continue to wear a face covering in crowded and enclosed spaces where you may come into contact with people you do not normally meet i.e. the supermarket / on public transport.</p> <p>Children will be asked to ask wash their hands on entering the setting.</p>
	Tracing close contacts and self-isolation	Public Health advice for people with COVID-19, and their contacts changed from 24th February. Contacts are no longer required to self-isolate or advised to take daily tests and contact tracing has ended.
	What to do if you have COVID-19	<p>The most effective way to avoid passing on COVID-19 infection is to stay at home and avoid contact with other people.</p> <p>When someone with COVID-19 breathes, speaks, coughs or sneezes, they release small particles (droplets and aerosols) that contain the virus that causes COVID-19. These particles can come into contact with the eyes, nose or mouth or can be breathed in by another person. The particles can also land on surfaces and be passed from person to person via touch.</p> <p>The risk of catching or passing on COVID-19 can be higher in certain places and when doing certain activities such as singing or vigorous exercise. In general, the risk of catching or passing on COVID-19 is highest when you are physically close to someone who is infected.</p>

		<p>However, it is possible to be infected even by someone you do not have close contact with, especially if you are in a crowded, enclosed or poorly ventilated space. This is because the infectious particles can stay suspended in the air for some time.</p>
	<p>Health and Safety</p>	<ul style="list-style-type: none"> <li>• In exceptional cases for the purposes of meeting the EYFS ratio and qualification requirements, all staff educating or caring for a mixed age group of children can be considered, available to work directly with all of the children who have been grouped together.</li> <li>• In all circumstances, risk assessments would be carried out and the pre-school is responsible for maintaining the quality of care, safety, and security of children.</li> <li>• From Monday 21 February 2022, the Government is removing the guidance for staff and students in most education and childcare settings to undertake twice weekly asymptomatic testing. Little Fingers Pre-school will provide LFD's so that staff can access tests if needed to respond to local public health advice, in particular in relation to outbreaks. LFD tests will also be available to children.</li> <li>• In situations where there is a higher risk of catching or passing on COVID you should follow the guidance on <b>'coronavirus: how to stay safe and help prevent the spread'</b></li> <li>• Staff have guidance on appropriate PPE and the operating procedures we have in place in the pre-school.</li> <li>• Staff can make their own choice to wear a face covering, under current Government guidance, as restrictions have been lifted.</li> <li>• Staff are to ensure that they sanitise their hands when entering and exiting the setting to avoid transmitting the virus.</li> <li>• If your child requires Calpol (or similar) prior to coming into the pre-school due to being unwell, they should stay at home until they are well enough to attend pre-school. We all know the best place for a sick child is at home with their main parent/carer. Please refer to our, Managing Sick Children Policy, on our website at <a href="http://www.vernhamdeanpreschool.com">www.vernhamdeanpreschool.com</a></li> <li>• All areas of the pre-school will be kept well ventilated, with door and windows open where possible. There should be a balance for increased ventilation while maintaining a comfortable temperature.</li> <li>• If a child or member of staff have been sick, or had diarrhoea, they must not return to the setting for at least 48 hours after symptoms last showed and they feel well enough to attend (Please refer to the Managing Sick Children Policy).</li> </ul>

**Changes to measures and guidance for managing COVID-19 in education and childcare settings from Friday 1 April (DfE):**

- Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature
- Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend
- Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious. For children and young people aged 18 and under, the advice will be 3 days
- If your child has a temperature or appears unwell, they should stay at home until they are feeling better and no longer reliant on temperature relief medication (as per our Managing Sick Children Policy), which can be found on our website at [www.vernhamdeanpreschool.com](http://www.vernhamdeanpreschool.com)
- Parents may also request a copy from the pre-school manager or via [adminoffice.lfpreschool@btinternet.com](mailto:adminoffice.lfpreschool@btinternet.com)

**Symptoms of COVID-19 can include:**

- A high temperature or shivering (chills) – a high temperature means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
- A loss or change to your sense of smell or taste
- A high temperature or shivering (chills) – a high temperature means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- Shortness of breath
- Feeling tired or exhausted
- An aching body
- A headache
- A sore throat

- A blocked or runny nose
- Loss of appetite

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/coronavirus-in-children/>

Important note: Whilst teething is known to cause such side effects as rosy cheeks and sore gums, NHS guidelines do not consider a high temperature to be a side effect of teething, as such it is not to be considered when suspecting COVID-19. Public Health England and Early Years Services advise that if a child's temperature reaches 38 and above the parent be asked asked to collect the child and to seek medical advice.

If a child's temperature reaches 38 degrees and is showing symptoms of a fever, we will take the child's temperature using a digital thermometer, a second reading will be taken 10 to 15 minutes later and thereafter for up to one hour before calling the parent to collect the child from Pre-school. Staff will record all temperatures taken as evidence of changes in a child's temperature and share with the parents. If we give a paper copy, then one copy to be kept on file and one will be given to the parents.

If you live in the same household as someone who has COVID-19, you are at a significantly higher risk of becoming infectious yourself. However, if you have been vaccinated with the COVID-19 vaccine, you are less likely to become ill. You are also less likely to spread COVID-19 to other people, but this is still possible. Therefore, if you are aged 18 years and 6 months or over and are not fully vaccinated\* and live in the same household as someone with COVID-19, you are no longer legally required to stay at home, however the current guidance recommends you stay at home for 5 days and then continue to follow the guidance until you have received 2 negative test results on consecutive days. This is the same guidance for fully vaccinated people. Please follow our requests on page 1.

You are classed as fully vaccinated 14 days after receiving 2 doses of an approved vaccine.

The main symptoms of COVID-19 are a recent onset of any of the following:

- A new continuous cough
- A high temperature
- A loss of, or change in, your normal sense of taste or smell (anosmia)

If you have any of these symptoms, you [should order a PCR test](#). You are advised to stay at home and avoid contact with other people while you are waiting for the test result. You should also follow this advice if you have a positive LFD test result, even if you do not have any symptoms.

		<p>From Monday 17th January, people who are self-isolating with COVID-19 will have the option to reduce their isolation period after 5 full days if they test negative with a lateral flow device (LFD) test on both day 5 and day 6 and they do not have a temperature. For example, if they test negative on the morning of day 5 and the morning of day 6, they can return to their place of work, education or childcare setting immediately on day 6. The first test must be taken no earlier than day 5 of the self-isolation period and the second must be taken the following day. Circumstances that may require a child/family to self-isolate even though they are not displaying symptoms, such as having travelled to a destination on the Government list requiring isolation on return. Please ensure that you inform the pre-school of any travel outside of the United Kingdom.</p> <ul style="list-style-type: none"> <li>• All toys and resources that are used by the children during the day must be cleaned using Milton or anti-bac spray daily.</li> <li>• All soft furnishings/soft toys and dressing up clothes will continue to be washed regularly.</li> <li>• If a member of staff develops suspected COVID-19 symptoms whilst working at the pre-school, they will be sent home immediately and will isolate at home in line with the NHS guidance and Government guidance.</li> </ul>
	<p>Reporting cases of COVID-19</p>	<p>Test results no longer have to be reported to NHS Test and Trace.</p> <p>The setting will support and implement local processes to reduce the risk of COVID 19 transmission.</p> <p>Direct staff and children who have symptoms to have a PCR test.</p> <p>Contact Early Years and Childcare Service (Services for Young Children) for support if needed or if thresholds are met including full or part closure.</p> <p>Where relevant the setting will inform RIDDOR.</p> <p>There is no longer a requirement to inform OFSTED of COVID 19.</p> <p>A report will be made to RIDDOR should an accident or incident at the setting occur which could have led to the release or escape of COVID-19. This must be reported as it is a dangerous occurrence.</p>
	<p>Food Preparations</p>	<p>Our staff will continue to provide all snacks to the children in the pre-school.</p> <p>Staff will wear appropriate PPE to minimise the risk of contamination to the food.</p>

		<p>All staff handling food are in receipt of their Level 2 Food Hygiene training certificate.</p> <p>Staff must ensure that they wash/ sanitise their hands before and after supporting with mealtimes in the room.</p>
Wellbeing and education		<p>Children will be supported in age-appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue.</p> <p>Children will be supported to use sanitiser/ hand washing where necessary.</p> <p>Children will be supported to understand the changes and challenges they may be encountering as a result of COVID-19</p> <p>Staff need to ensure they are aware of children’s attachments and their need for emotional support at this time.</p> <p>Activities will support and nurture children in developing their social and emotional well-being and resilience.</p> <p>Drop off in the morning will continue to take place at the front gate until further notice.</p> <p>Pick-ups – parents /carers will be allowed to enter the pre-school for pick up only. This will be done under the guidance of the pre-school manager. However, should there be a confirmed case or localised outbreak we will return to our drop off and collection procedure taking place at the front gate.</p> <p>Any parents/ carers who have COVID-19 symptoms should stay away from the pre-school until they have a negative LFD test. Feel free to contact us via phone (01264 737735) or via email (<a href="mailto:manager.lfpreschool@btinternet.com">manager.lfpreschool@btinternet.com</a>) if you have any questions or queries during the day.</p>
Personal Hygiene		<ul style="list-style-type: none"> <li>• Staff and children are expected to wash their hands for 20 seconds with running water and soap and then dry thoroughly. Hand washing is encouraged throughout the day at regular intervals.</li> <li>• Staff, parents, and children should sanitise their hands on arrival at the pre-school and as they depart at the end of the day. (Hand sanitiser can be found at the entrance to the pre-school.</li> <li>• Hand sanitiser is provided in the main room and areas around the pre-school including the kitchen.</li> <li>• Nappies will continue to be disposed of in a hygienic manner.</li> <li>• All gloves and PPE will be disposed in a nappy sack/medical waste bag immediately after use placed in a closed bin.</li> </ul>

		<ul style="list-style-type: none"> <li>• Please discourage your children from bringing in toys from home unless essential. We understand that some children require a comforter, and we will endeavour to ensure that these are accessible to the individual child only. This will help prevent children becoming distressed when another child wants their toy, as well as preventing loss, damage, or transfer of viruses.</li> <li>• Posters are displayed in the pre-school to demonstrate good hygiene practices.</li> <li>• Staff and children are encouraged to sneeze in the crook of their arm.</li> <li>• If baking is taking place in the pre-school individual resources must be used where possible and cleaned after use.</li> <li>• Windows are to be opened throughout the day to ensure good ventilation in the room prior to the children entering the pre-school</li> <li>• Regular spot checks will be carried out to ensure cleaning is of a high standard throughout the nursery.</li> </ul>
	Cleaning	<ul style="list-style-type: none"> <li>• An enhanced cleaning schedule is in place to include all furniture, surfaces and children's toys and equipment.</li> <li>• Touch points and hand washing facilities are cleaned and sanitised regularly throughout the day</li> <li>• Mop heads are to be sanitised daily and toilet cloths are changed immediately after use.</li> <li>• The pre-school undergoes a regular deep clean by the staff to ensure all areas are cleaned to a high quality.</li> </ul>
	Risk Assessment	<p>An outbreak management plan is in place, outlining how the pre-school would operate. It describes the principles of managing local outbreaks of COVID-19 (Including responding to variants of concern) in education and childcare settings. It is considered alongside the relevant Covid-19 guidance for those settings.</p> <p>Our risk assessment highlights any risks in the COVID pandemic, and the safety control measures currently in place throughout the pre-school.</p>
	PPE	<ul style="list-style-type: none"> <li>• Government guidance is that PPE is not required for general use in Early Years settings to protect against COVID transmission.</li> <li>• PPE should continue to be worn as normal for nappy changing and the administration of first aid.</li> </ul>

	Communications	Parents will receive clear communication regarding the safe operating procedure and measures being taken to ensure the safety of their children and themselves.
	Transport	<p>Parents should not leave car seats, scooters, or buggies in the setting premises due to space restrictions and transmission of viruses.</p> <p>Outings from the setting into the local community are risk assessed and in line with Government guidelines. Outings do not include mixing with members of the general public.</p>
	Visits	<p>Attendance to the setting is restricted as far as practically possible to staff and children unless there is essential maintenance that needs to be carried out. Essential work will be carried out, as far as possible, when the pre-school is closed to the children.</p> <p>Prospective parents/carers will be invited by appointment only, after pre-school hours when the children are not in attendance.</p>
	Procurement and monitoring	Supplies of PPE, LFD's, Milton cleaning liquid, hand sanitiser, hand washing liquid, disposable gloves etc, will be monitored by the pre-school manager and ordered to meet the operational needs of the pre-school.