

Safeguarding and Welfare Requirement: Health

The provider must provoked the good health of children attending the setting. They must have a procedure, discussed with parents and/or carers, for responding to children who are ill or infectious, take necessary steps to prevent the spread of infection, and take appropriate action if children or staff are ill.

6.9 COVID-19 Policy and procedures – November 2020

Policy statement

Little Fingers Pre-school believes that the health and safety of children and adults involved with the group is of paramount importance. Our aim at Little Fingers Pre-school is to prevent the spread of illness to children and staff. We maintain a safe, healthy environment and will endeavour to ensure that infections are controlled and good health and hygiene practices are continued at all times.

Coronavirus (COVID-19) can be passed from person to person by breathing in air containing the virus which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with the virus.

Children are likely to become infected with coronavirus (COVID-19) at roughly the same rate as adults, but the infection is usually mild, the symptoms of coronavirus (COVID-19) are a new, continuous cough (defined as coughing frequently for more than an hour or 3 or more coughing episodes in 24 hours), a high temperature (over 37.8 degrees) and a loss or changed sense of smell or taste. For the vast majority of children and staff, coronavirus (COVID-19) will not cause serious illness.

All pre-school staff and volunteers must adhere to, and comply with, the following pre-school policies:

- * Health and Safety Policy
- * Food Hygiene Policy
- * Managing Children who are Sick, Infectious or with Allergies

Policy procedures

The following procedures will be implemented to ensure that the risk of spread of Coronavirus (COVID-19) is as low as possible:

- Children, parents/guardians, carers, staff or any visitors, will not be permitted to enter the setting if they are displaying any symptoms of coronavirus (COVID-19).
- Visitors to the setting will be limited to those deemed essential and will be kept to minimum. All visitors will be required to wear face coverings when entering the building and provide information to support the Government's Track and Trace system. The information will be stored for 21 days and will then be destroyed, to comply with the General Data Protection Regulations (GDPR).

- Little Fingers Pre-school aims to be able to operate to full capacity in the coming academic year, subject to change, based on latest Government advice. We will be open for five days a week during the hours of 8:30 am to 4.00 pm, term time only.
- Pre-school retains the ability to cancel sessions or close the setting if staffing levels are not appropriate due to COVID-19.
- All adults that enter the setting will be required to wash their hands for at least 20 seconds or use Ant-Bacterial gel before entering the main room and upon exiting.
- When dropping off and collecting children at pre-school, all children, parents/guardians, carers will be required to wait outside the pre-school, in their cars or on the opposite side of the road and wait to be called over by the member of staff on duty. We will encourage that only one parent accompanies their child.
- Parents/guardians and carers will wear a face covering when dropping off and collecting children.
- Staff on duty will wear a face shield when parents/guardians, carers drop off and collect the children.
- Parents/guardians are not to gather outside the pre-school.
- All children will wash their hands on entering the setting and encouraged in an age appropriate way to wash for the recommended time of at least 20 seconds.
- All children will be encouraged to practice good respiratory hygiene by using the *Catch it, Bin it, Kill it* slogan. Tissues, bins, hand-washing facilities will be available at all times.
- When possible, the doors will remain open for the duration of the session and windows will be open, to give additional ventilation.
- Frequent hand washing procedures will be adhered to by all.
- All children will be supervised to correctly wash hands whilst in the toilet area.
- All staff are required to wear appropriate PPE when supporting a child with their own self-care. All items are to be disposed of after each use and placed in the correct bin. Hourly toilet checks and clean will take place. In line with current policies.
- We are no longer required to keep children in small, consistent groups. Due to our small size, the pre-school is considered to be a “bubble”.
- We will always be inline with staff:child ratios.
- Mealtimes are an important and social part of a child’s day, children will eat at the tables with a member of staff. Children will not share food, plates or cups. Self -service will be suspended.
- Children to bring, named water bottles and wipeable lunchboxes, to pre-school each day.
- Inline with current policy and procedures, tables and chairs will be wiped before and after use at mealtimes.
- Playroom resources are to be kept minimal and rotated regularly to allow effective cleaning. Soft furnishings will be laundered frequently. Non-washable toys will not be allowed or removed. Malleable and messy play to be accessed by small groups of children and disposed of immediately afterwards.
- Toys or non-essential items brought in from home will not be allowed.
- Circle time are an integral part of the pre-school session and should remain, all children are taught the importance of retaining distance in an age appropriate way.
- All Staff mobiles to be placed in individual plastic bags.

- If a child or adult presents with symptoms of COVID-19, we will follow the Managing Children Who Are Sick, Infectious or Allergies Policy. Parents will be contacted via telephone and asked to collect their child immediately or within at least 30 minutes. Children will be isolated away from the group while awaiting collection, windows in the room will remain open to provide ventilation. A member of staff will stay with the child and will wear appropriate PPE. The area will be thoroughly disinfected immediately after use.
- We will require any child/ren or employee to access testing if presenting with symptoms and remain home for 10 days excluding the day of onset and their household members must isolate for 14 days.
- If the child or member of staff tests positive, the Pre-school Manager will contact Public Health England Health Protection Team (PHE HPT) and seek advice. It is likely that as we are a “bubble” in close contact with each other, that the pre-school will be required to close and everyone self-isolate for 14 days. The household of the wider group do not need to isolate unless they subsequently develop symptoms. If the test returns negative everyone will be able to return to Little Fingers Pre-school.
- As we head to the winter period and we have not yet been through a combined flu/ COVID-19 season it may become increasingly difficult to determine COVID-19 symptoms or differentiate between winter viruses, therefore Little Fingers Pre-school retains the right to use their professional judgement to make such a call in order to maintain safety for all that attend the setting. Families and staff will be asked to respect that decision and to follow the correct procedures to define the cause of symptoms.
- The cleaning schedule will be adhered to by all staff and implemented rigorously, paying particular attention to touch hotspots such as door handles, work surfaces, electronic devices, bathroom equipment etc using a household detergent followed by a disinfection solution such as Milton.
- All paperwork will be exchanged digitally where possible. Parents/guardians and carers will be asked to communicate via the telephone or email if they have questions or concerns.
- Home visits will cease until further notice. All show-arounds with prospective parents/guardians and carers will take place out of pre-school hours.
- We understand the need for a robust settling in procedure in order to support children’s emotional needs when beginning at pre-school. We will therefore be allowing parents to remain with their children during their first sessions, if the child needs it. These visits will be held outside at a distance and away from the other children. Parents/guardians will be required to wear face coverings for the entirety of their visit.
- As part of the national Test and Trace programme, if other cases are detected within the area, Public Health England’s local health protection teams will conduct a rapid investigation and will advise the pre-school on the most appropriate action to take.
- In the event of a localised outbreak of COVID-19, we will follow advice from the Local Authority or Upper Tier Local Authorities (UTLA). It may become necessary to restrict pre-school access to priority groups only e.g. vulnerable children and children of critical workers. In this event all members of the setting will be informed via e-mail immediately and a home support learning system accessed through our online learning journals (Tapestry) will be provided.

This policy was adopted by

Little Fingers Pre-school

On

March 2022

Date to be reviewed

Signed on behalf of the provider

Carolyn Coleman

Name of signatory

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

Chair

6.1 Administering medicines

COVID-19 Addendum

If anyone becomes unwell whilst at pre-school, we will contact their parent/carer immediately and they will be sent home. Due to the nature of Covid-19, a key symptom of which is a high temperature, we will risk assess whether or not we prescribe non-prescribed medication based on individual cases and emergency situations (with prior permission).

Prescribed medication will be reviewed on a case-by-case basis, taking into account the reason for the medication and the safety for the child and member of staff administering it. For this, online permissions will be requested where possible.

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