



Bloomsbury Nursery School

**September 2020**

## **Protective measures to mitigate the risk**

### **Information for Parents & Carers**

#### **General Principles**

COVID-19 is transmitted through respiratory droplets from an infected person coughing, sneezing, speaking or breathing, entering the mucous membrane of the throat, eyes or nose of another person.

This can happen through breathing in these droplets or through touching an infected surface, then touching the mouth, eyes or nose.

This is the reason why being outdoors and social distancing, combined with regular hand washing and hygiene are very important.

The government '**Planning Guide for Early Years & Childcare Settings**' (24.5.20) acknowledges

**'We know that, unlike older children and adults, children in the early years cannot be expected to remain 2 metres apart from each other and staff.'**

The government guidance sets out protective measures:

1. *ensure parents are advised to keep children with any symptoms at home*
2. *ensure staff who are symptomatic do not attend work*
3. *frequent hand cleaning and good respiratory hygiene practices*
4. *regular cleaning of settings*
5. *minimising contact and mixing*

The following pages outline protective measures we are putting into place to mitigate the risk of infection.

## **1. Parents advised to keep children with any symptoms at home**

#### **Symptoms**

The main symptoms of coronavirus are:

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste
- Other symptoms to look out for particularly in young children are nausea, vomiting and diarrhoea

## Illness

- All parents of pupils with underlying health issues must make their condition or circumstances known to the school.
- Parents of pupils with underlying health conditions asked to seek and act on the advice of their GP/consultant/midwife or current government advice.
- Parents reminded not to send their child into nursery if they are unwell.
- Nursery staff will report any concerns regarding a child displaying relevant symptoms to SLT on site. Training will be provided and posters displayed as a reminder to enable staff to identify anyone with potential COVID-19 symptoms
- If a child becomes at all unwell at nursery, and presents with symptoms of coronavirus, parents will be asked to take them home and will be asked to arrange a test
- Anyone who begins to display coronavirus symptoms while in the setting will be sent home immediately and should follow government guidelines on [what to do if you or someone in your household develops symptoms](#).
- Admin staff/SLT will contact parents who will collect the child and take them home.
- If a child is waiting to be collected, they will be separated from their group.
- The child will be taken to the designated room and supervised by a member of staff.
- A facemask and/or visor will be worn by staff if a distance of 2 metres cannot be maintained from a child who is symptomatic and awaiting collection and if contact is necessary, then gloves, an apron and a facemask should be worn.
- If a child is waiting to be collected, they will be separated from their group and isolated with one member of staff if this is possible.
- Parents will be given details of how to access a COVID-19 test and checks will be made to ensure they complete this.
- If a child or staff member tests positive for coronavirus, the rest of their 'bubble' will be sent home and advised to self-isolate for 14 days. (The other household members of the wider class/group do not need to self-isolate unless the child or staff member they live with develops symptoms.
- This procedure will also apply to any staff showing symptoms
- Once the child or member of staff has left the nursery we will follow [Cleaning of non-healthcare settings](#) to ensure areas they have been in are disinfected and any PPE and other waste is disposed of safely.

## Testing

- All staff and children who are attending a childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested.
- Where the child or staff member tests negative, they can return to nursery and the fellow household members can end their self-isolation.
- If the child or staff member tests positive, the rest of their immediate group within nursery should be sent home and advised to self-isolate for 14 days.
- The other household members of those advised to self-isolate do not need to self-isolate unless the child or staff member they live with subsequently develops symptoms.
- As part of the national test and trace programme, if other cases are detected within the setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise settings on the most appropriate action to take. In some cases a larger group may be asked to self-isolate at home as a precautionary measure.

## 2. Staff who are symptomatic do not attend work

- Anyone who is displaying coronavirus symptoms, or has displayed symptoms in the previous 7 days, or lives with someone who has displayed symptoms in the previous 14 days, should not attend work unless they have tested negative for coronavirus.

- All staff understand that those who have coronavirus symptoms, or who have someone in their household who does, should not attend nursery in any circumstances.
- Staff understand that if they develop coronavirus symptoms, they are entitled to a test, and are encouraged to organise one

### **3. Frequent hand cleaning and good respiratory hygiene practices**

#### **Hygiene**

- Children will be directed to wash their hands on arrival, before and after eating, before departure and frequently throughout the day
- Staff will supervise children while washing their hands, especially if using hand sanitiser, and learn how to do it effectively.
- Staff should wash their hands on arrival at nursery, and frequently during the day, after touching their face, blowing their nose, sneezing or coughing, and before eating or handling food.
- Boxes of tissues made available on each table and outside to encourage blowing noses.
- Tissues are immediately disposed into lidded bins and that these are emptied throughout the day.

#### **Personal Protective Equipment (PPE)**

- Staff may choose to wear PPE, including face coverings, visors, gloves and aprons
- Staff welcoming families and carers on the door each morning will wear a face visor
- Staff should wear gloves, apron, mask and visor if a child is displaying symptoms and they are looking after that child as they wait to be collected by a parent or carer

### **4. Regular cleaning**

#### **Resources**

- Soft toys removed or used by a bubble and washed weekly

#### **Cleaning**

- An enhanced cleaning plan to minimise the spread of infection
- Thorough clean of all surfaces, touch points, doors, floors, toilets, sinks and windows each day
- All frequently touched surfaces, equipment, door handles cleaned by staff throughout the day
- All toys and resources cleaned at the end of the day
- Stringent cleaning of food preparation areas and dining areas before use.

#### **Daily Cleaning**

An enhanced cleaning plan has been devised to minimise the spread of infection.

We will use standard cleaning products to clean and disinfect frequently touched objects and surfaces, including:

- Classroom tables and chairs
- Bathroom facilities (including taps and flush buttons)
- Door and window handles
- Furniture
- Light switches
- Teaching and learning aids

- Computer equipment (including keyboards and mouse)
- Toys
- Resources that cannot be immersed in water should (eg pens) be wiped with disinfectant
- Telephones
- Additional cleaning hours to enable cleaning of toilets, sinks & toilet areas at lunchtime
- Resources that cannot be immersed in water should (eg pens) be wiped with disinfectant
- Stringent cleaning of food preparation areas and dining areas before use.
- Remove rubbish daily and dispose of it safely
- Steam cleaners will be provided to each classroom to be used to support cleaning small items.

### **Cleaning if there's been a suspected case in school**

Make sure all cleaning staff:

- Wear disposable gloves, and apron. If there's a higher level of contamination (e.g. the individual has slept somewhere) or there's visible contamination with body fluids, you might need to provide cleaning staff with a surgical mask or full-face visor

Clean and disinfect surfaces the person has come into contact with, including:

- Objects which are visibly contaminated with body fluids
- All potentially contaminated high-contact areas (e.g. bathrooms, door handles)

When cleaning hard surfaces and sanitary fittings, use either:

- Disposable cloths, or
- Paper rolls and disposable mop heads

When cleaning and disinfecting, use either:

- A combined detergent/disinfectant solution at dilution chlorine
- A household detergent, followed by a disinfectant with the same dilution as above
- An alternative disinfectant, that's effective against enveloped viruses
- Keep any waste from possible cases and cleaning of those areas (e.g. tissues, disposable cloths and mop heads) in a plastic rubbish bag and tie when full for up to 72 hours.

### **Site maintenance**

- Suppliers and contractors only on site if essential
- All visitors to adhere to physical distancing and hygiene measures
- If visitors must enter the school building, a mask must be worn and hand sanitiser used prior to entering

## 5. Minimising contact and mixing

### Grouping of children in 'bubbles'

- To reduce numbers of children and staff mixing we will be working within separate bubbles.
- In the Sunflowers, the children will be based within two separate classrooms, with separate toilets and outdoor play areas
- In the Daisies, the children will be based within two separate classrooms, with access to the garden at separate times
- Children to be kept in same 'bubble' at all times and not mix with other bubbles
- **Staff in the 'bubble' are kept as consistent as is possible, but some changes will be unavoidable because of staff working patterns and absences**
- Each bubble to remain separate, in own classroom with access to designated outdoor area
- Staff understand all new measures to reduce the transmission of coronavirus and their roles and responsibilities.

### Dropping off & collection

- Adults to maintain 2 metre social distance with other adults
- Staggered start & end times for each bubble in 10 minute slots with 5 minutes allowed between each slot
- Bubble 1- Daisies 8:45 am
- Bubble 2 – Sunflowers Studio-8:50am
- Bubble 3- Sunflowers Middle Room 9:00
- Siblings will be able to access the nursery at the same time

### Siblings will be able to arrive and access their classrooms at the same time.

- Both sides of front entrance gate propped open during drop off and collection times and closed at all other times
- Parents should enter through the pedestrian gate and exit through the car park
- Parents will be asked to observe social distancing of 2m when they come to drop off and collect their child, with chalk lines marked out in front area
- Only one parent or carer attending to collect or drop off the child, to keep numbers to a minimum
- Parents not allowed into nursery unless a pre-arranged appointment has been agreed

### Communication with parents & carers

- Parents kept up to date with information, guidance and the school's expectations on a regular basis through newsletters, Facebook , Parent App and the school website
- COVID-19 section on the school website
- Parents & Carers to sign declaration that they understand and agree to abide by the safety measures
- Parents & carers asked to explain new arrangements to their child to prepare them
- Communication exchanged with parents via email and telephone calls rather than talking at start and end of the day
- Parents & carers to agree that they will be available to collect their child if necessary
- Parents & carers understand that the emergency contact must be available to collect their child immediately if necessary.

### Teaching and learning

- Continue to provide an environment that invites learning across all seven areas.
- Stories, singing and games can be used to help children to socialise and resettle into familiar everyday routines.
- Group times or circle times must be well planned to ensure space between each child
- Teach children about how they can keep themselves safe, including regular handwashing and using tissues, Catch it, Bin It Kill it
- If lockdown were to occur again we would revive home learning facilities

## **Special Educational Needs & Disabilities (SEND)**

- Staff are aware that readjustment to the routines in a setting may prove more challenging for some children with SEND so individual assessments may be in place.
- Senco will involve parents and carers in planning and agreeing any changes to support, including reviewing EHC plans.

## **Resources**

- Separate resources for each bubble – not to be shared between bubbles
- Malleable resources, such as play dough available in each bubble but not shared between groups attending at different sides of the week
- Most soft toys removed and any toys that are hard to clean, such as those with intricate parts. Soft toys that are used within bubbles to be washed weekly.
- Outdoor Sand pit will not be used at this time. Sand will be available in smaller trays.
- No items or toys to be brought from home, (except lunch boxes)

## **If a child is upset,**

- **Children are not expected to observe social distancing**
- We will care for them if they are hurt or upset
- We will encourage the child to use a tissue to wipe eyes/nose etc.
- Staff will wash hands after contact

## **Lunches**

- Children to be supervised by staff when washing their hands before lunch
- Staff will wear aprons and gloves to serve food
- Children must not share cutlery, cups or food
- Children may bring a packed lunch if this is preferred

## **Snacks and drinks**

- Children will have fruit & drinks with their own bubble

## **First Aid**

- First Aider on site every day
- First Aider in every bubbles
- Usual PPE worn for administering First Aid
- In an emergency first aid may have to be carried out by a First Aider even if not in bubble

## **Evacuation procedures**

- Fire procedures adapted ie assembly points for each individual bubble, suitably distanced from other bubbles.

## **Visitors**

- External visitors **only when strictly necessary**, for example if providing an essential service or essential support for a child's health and wellbeing.