



Covid 19 Policy and Procedure – Revised 7th February 2022

We are continuing to take increased measures to help limit the spread of the virus. This policy explains these measures.

Written in line with current advice from The Department for Education publication

‘Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak’

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. Therefore we will work through the hierarchy of measures set out in our [guidance](#):

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good hygiene practices
- regular cleaning of settings
- and minimising contact and mixing as far as possible

These measures have been central to our planning throughout the pandemic.

Groups

We will continue to operate as 1 bubble, across the whole setting. However, the indoor spaces will remain separate for 2 year olds (Robins) and 3 and 4 year olds (Magpies) and contact in the outside spaces will be minimised, where possible.

Places

Places will be offered to all children as far as the capacity allows. We reserve the right to limit the number of children attending the setting on a given day, if we are short staffed. Priority will be given for children will be identified on a criteria of key worker children, vulnerable children and children with SEN. We aim to stay open as fully and as safely as we can, and will only deploy reduced capacity where absolutely necessary.

Risk assessments

The following risk assessments have been undertaken and will be shared with the relevant staff.

- individual staff



- children with SEND
- the environment
- Risks directly associated with COVID-19

EYFS

Practitioners will make reasonable measures to meet the learning and development requirements outlined in the EYFS and provide experiences over the 7 areas of learning. All staff will be aware that children's Personal, Social and Emotional development may have been affected by the COVID 19 outbreak and will be mindful of the support that they need.

The staff to child ratios will continue to apply.

The Physical Environment

Indoor spaces will be cleaned by the cleaning company thoroughly at the end of each day. Frequently touched surfaces such as toilets will be cleaned throughout the day. Resources will be cleaned and recorded each week. All staff will follow a cleaning regime throughout the sessions.

Requirements for parents

Although BCPH will try to ensure that measures do not affect children too dramatically, there will continue to be significant changes that parents have been adhering to since our reopening last year and will need to comply with to help us limit the spread of the virus.

- Parents are requested to wear masks at drop or and pick times - this is optional inline with current government advice, but highly encouraged.
- We ask for only one parent/ carer to drop off or pick up a child.
- Childrens temperatures are taken upon arrival
- Parents are still asked to stay outside of the front gate/playground of BCPH and children will be collected by a familiar member of staff or brought out at the end of the day. It is understood that for some children, this may be detrimental to the emotional well-being and we will make plans with these parents individually.
- Parents will be asked not to bring unnecessary items from home.
- Parents cannot leave buggies, bikes etc at the setting.
- Snack is not going to be prepared for children, whole pieces of fruit will be offered. Parents can supply an alternative snack if they wish.
- Parents will be advised that children with symptoms need to be kept away from and tested with a LFT and or PCR test.



- Children need to bring their own water bottle in to nursery.
- Parents will be discouraged from sending children to more than 1 setting

Practitioners will make every effort to communicate individually with all parents and to make sure that they understand our measurements.

Requirements for staff

- Temperatures of staff will be taken upon arrival.
- Staff are requested to take at least two LFT's per week and email the results.
- Staff will sign in on a sheet in the room in which they are working to avoid a lot of people in the office.
- Staff will wear masks/visors at drop off and pick-up times.
- Lunch times will continue to be staggered. No more than 2 people will be having lunch at the same time and ideally, they will be in different rooms/ spaces. The staff room and the woods can be used for lunches.
- Maximum capacity of the office will be 2 people.
- Staff will be asked to clean frequently touched items (such as phones, kettles, door handles, toilet areas) after they have touched them or after each use.

Handwashing and hygiene

Children and staff will be expected to wash hands/ use hand gel more regularly. This will be required on arrival and before departure, before and after eating and at other intervals throughout the day. Children will be supervised to make sure that they are cleaning hands sufficiently.

The 'catch it, bin it, kill it' approach will be used and promoted. Supplies of tissues will be readily available and pedal bins with lids will be available.

Children will be encouraged to develop their self-care skills. This includes toileting, blowing their own noses and rubbing in their own sun cream.



Protocol for suspected case

Anyone who begins to display coronavirus symptoms while in the setting should be sent home immediately and follow government guidelines on self-isolating. If a child is waiting to be collected, they should be separated from their group and isolated with one member of staff if this is possible. This will be on the bench by the front gate.

A facemask should be worn when waiting with a child who is symptomatic and awaiting collection. If additional contact is necessary, then gloves, an apron and a facemask should be worn. If a risk assessment determines there is a risk of splashing to the eyes, for example from coughing or spitting, then eye protection should also be worn.

Once the child or staff member has left the setting, we will ensure areas they have been in are disinfected and any PPE and other waste is disposed of safely.

After leaving the Playhouse, immediate steps must be taken to complete a COVID-19 test (LFT/PCR). The child or staff member will be required to immediately self-isolate whilst waiting for a test and must continue to do so until the result is known.

Where the child or staff member tests negative, they can return to their setting, but should test daily, for 7 days via LFT to ensure the result remains negative.

If the staff member later tests positive (during this subsequent 7 daily test regime), the isolation period starts again for a minimum of 5 days (as at 17th Jan 2022) and for up to 10 days. This is potential reduction to 5 days isolation applies if the staff member can provide results of a negative lateral flow tests on day 5 and 6 of isolation and is no longer symptomatic.

As of 11th January 2022, there is no requirement for a PCR test to be sought, further to a positive LFT outcome.

If the child or staff member tests positive, the close contacts identified will be required to LFT every day for 7 days. There is no legal requirement for children under 5 to do this. 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 or produces a positive LFT with the 7 testing period, or those other household members become unwell.

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 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.

**We will ensure that emergency contacts are updated to ensure effective and speedy
Communication of any outbreaks or closures.**

Other measures

Windows and doors will be kept open as far as possible to ensure ventilation and groups will use outdoor areas as much as possible. We will limit external visitors to the setting and ensure they only come into the building when strictly necessary, for example if providing an essential service or essential support for a child's health and wellbeing.

Visitors

All visitors to the Playhouse will be asked to wear facemasks upon arrival and temperatures will be taken. If visitors are not in possession of a facemask, one will be provided. If the visitor is exempt from wearing a mask, a visor will be offered and encouraged for the duration of the visit to help protect staff and children. This includes, but is not exhaustive, of all prospective parents, contractors and service providers. Parents of children who are settling in will be requested to wear a mask for the duration of the session, unless exempt.