

Mama Bear's Day Nursery			POLICY No: 05-409a
COVID-19 – System of Controls Policy Last updated 09/04/2021			

This policy has been prepared in accordance with Government Guidelines as detailed below as well as information sent out by Local Authorities:

1. *Our plan to rebuild – the Government's Covid-19 strategy*
2. *COVID-19 – implementing protective measures in education and childcare settings*
3. *Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak*
4. *COVID-19 – cleaning of non-health care settings*
5. *Safe working in education, childcare and children's social care settings, including the use of PPE*
6. *Ofsted – Covid-19 rolling update*

This policy applies to all Mama Bears Staff, Children and Families. This is a working document and updates will be added as statutory guidance is updated.

All staff must read and sign a copy of this policy and it should be made available to all parents and re-circulated each time the policy is updated.

Parents and carers must follow this policy, failure to do so may result in their child not being able to attend as these procedures have been put in place to safeguard all children, staff and families attending.

This policy has been adopted for the period of the COVID-19 outbreak and in supporting children to attend nursery in a safe way. Any updates will be added as they occur. It is the Managers responsibility of each setting to ensure that all staff read and fully understand the content of the policy and that this is signed by all staff. Where there are any Manager changes the new manager must ensure their staff team fully understand and adhere to this policy and provide any further training around this if needed.

Commencing from 1st June 2020 and for the period of the COVID-19 outbreak and until otherwise communicated, this policy will over-ride any existing policies where information is different to that contained within this policy.

In addition to this policy all settings must complete a risk assessment specific to the COVID-19 outbreak. The Nursery Manger is responsible for completing the risk assessment and ensuring all staff are aware of and fully understand its content. Where there are any Manager changes the new manager must ensure their staff team fully understand and adhere to this policy and provide any further training around this if needed.

In this Policy the terms 'Coronavirus' and 'COVID-19' are used interchangeably.

April 2021

In line with Government Guidance we are open to all children effective of Monday 4th January. There is no government requirement to operate in bubbles and group numbers of children attending are not limited. However where possible settings should try to limit mixing as much as is possible.

All nursery fees are payable effective of 4th January. The exception being if the nursery is unable to offer a place due to staffing.

- Vulnerable children continue to be expected and encouraged to attend nursery

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- Children who have been classed as clinically extremely vulnerable due to pre-existing medical conditions are able to attend nursery and details should be included within the setting's risk assessment.
- A child who lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, can attend
- Staff and children should not attend if they have symptoms or are self-isolating due to symptoms in their household
- Staff and children should not attend nursery if anybody in their household is displaying symptoms or awaiting test results.
- Where a person within the same household as any staff member or child has tested positive, they must not attend nursery until they have completed the full self-isolation period, even if they themselves subsequently test negative within this period.
- Where children attend more than one early years setting, including a childminder, parents should choose only one provider to send their child to during this time as not to mix with two groups of children.
- Protective measures will be put in place for staff and children, as far as is possible to ensure the risk of transmission is reduced.

Further guidance on clinically extremely vulnerable groups can be found at: www.gov.uk

Please note, whilst our settings are open and staffed accordingly, there may be periods throughout the pandemic where settings may not be able to accept all children into Nursery, or offer a reduced service for example if we have staff awaiting COVID-19 tests or self-isolating ; meaning we would not be able to maintain staffing ratio requirements. We will always inform parents of any disruptions as soon as we are able, but this may not be possible until the actual day when we are unable to accept children.

Where we know this will impact a setting we will inform parents through ParentZone to advise of any disruption as early as possible.

Quite often we are notified of a positive case out of hours or during the weekend so it is likely that such notifications and information may reach families with very little notice.

We will always inform families of any disruption as soon as is possible, after receiving information relating to a positive case and working with PHE to identify those who are known close contacts.

Managing Risk and Transmission

Risk Assessment

Each setting must complete the COVID-19 Health and Safety Checklist and carry out a Risk Assessment addressing the risks associated with COVID-19, ensuring best endeavours are in place to control risks for children and staff. The Risk Assessment must cover all areas of this Policy, be setting specific and detailed and adhered to at all times. These documents must be working documents and updated in line with any changes or new legislation.

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Visitors to the Nursery

We are limiting visitors to the nursery to those who are absolutely necessary and we have a separate COVID-19 Visitor Policy and Risk Assessment for this purpose that is shared with all visitors.

Group Sizes and Availability

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

For children in nursery, the staff to child ratios within the Early Years Foundation Stage continue to apply.

We are also applying comprehensive infection control measures, ensuring that symptomatic individuals do not attend settings, regular hand cleaning, respiratory hygiene and cleaning measures.

There is no requirement to operate in small 'bubbles' and group sizes do not need to be limited as we are open to all families.

We are accepting new admissions and our COVID-19 system of controls policy will be shared with all new families.

Attendance

Anybody with any COVID-19 symptoms **must not attend nursery for any reason. This includes anyone who is living in the same household as a child or staff member attending.**

If a parent / Carer has been identified as a close contact of a positive case, they are required to self-isolate and must not bring their child or collect them from nursery, regardless of if they have had a negative test result within this period – they must self-isolate for the full required period.

Parents must notify us as normal if their child is unable to attend due to illness.

It has been noted and identified that a 'fever' is not associated with teething and therefore any child who has a temperature must not attend nursery until a negative test result is provided or until they have completed the full required period of self-isolation.

During this time, our sick child and exclusion policy will be superseded by this policy and where children display a temperature, a new continuous cough or a loss of taste and / or smell they will not be admitted for the period of isolation advised by the government, , unless they have been tested in which case they can return only after a negative test result and the test result must be provided to the nursery. (and symptoms do not continue to present)

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All families attending must follow the Public Health England guidance on self-isolating if they or members of their household develop symptoms of coronavirus. The most common symptoms of coronavirus are a new, continuous cough, a high temperature (over 37.8 degrees) and / or a loss of taste and / or smell.

If staff or a member of their household present with the symptoms, they should self-isolate accordingly until they have been tested (more details on testing are further on in this policy).

For the period of the COVID-19 outbreak this means changes to our existing medication policy and means that any child or member of their household displaying the symptoms such as a high temperature and / or new consistent cough must self-isolate as per Government guidelines and must not attend nursery for this period (this policy will supersede our child sickness policy for the period of the COVID-19 outbreak).

We will also not admit any child who has taken medication such as Calpol prior to the start of their session and we will not administer Calpol for any purpose due to this masking any potential temperature.

The Department for Education (DfE) have launched a data collection process and all managers must ensure this information is collated and submitted as per the requirements of the relevant Local Authority and within the required time frames. This is to ensure the DfE has up to date information on available early years provision and to ensure providers are following the guidelines effectively for the children they can care for.

Transport

We are encouraging staff, parents and children to walk or cycle to nursery where possible and to avoid using public transport at peak times.

Effective Infection Protection and Control

In Nursery settings, preventing the spread of COVID-19 involves dealing with direct transmissions (for instance when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions will be implemented to do this – these include:

- Minimising contact with individuals who are unwell by ensuring that those who have COVID-19 symptoms, or who someone in their household who does, do not attend nursery
- Cleaning hands more often than usual – washing hands thoroughly for at least 20 seconds with running water and soap and dry them thoroughly
- Increased use of hand gels – all persons must use hand gel on entering and leaving the nursery
- Ensuring good respiratory hygiene – promoting the 'catch it, bin it, kill it' approach

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- Cleaning frequently touched surfaces often using antibacterial cleaners and disinfectants

Nursery Cleaning – Fogging

We have supplied each setting with an Edge Protect Fogging Machine and Triguard / Oleonix cleaning solution which is used in each setting for enhanced cleaning.

Edge Protect's fogging decontamination system is lab tested to kill coronavirus / COVID-19, as well as other seasonal virus outbreaks. Edge Protect's Triguard and Oleonix solution enables effective sanitising of the nursery environment.

Triguard and Oleonix are UK manufactured, non-alcoholic sanitising solution, lab proven to kill and protect against 99.99% of bacteria including Coronavirus, MRSA, E-Coli and Norovirus. As a 3 on 1 product, it can be used for: hand sanitising, fogging decontamination and a multi surface cleaner. Triguard is a non-toxic, water based PH Neutral Solution, making it safe to use on all surfaces including soft furnishings, textiles, wood, metal and plastic.

Fogging decontamination is a fast way of sanitising any room or open space. Generating extremely small droplets, fogging enables the solution to settle on all hard to reach hotspots where regular cleaning can miss.

Benefits:

- A quick and easy to use in-house coronavirus decontamination solution
- Multi use solution
- Significantly reduces the risk of outbreaks and spreads of contamination
- Takes around 10-30 seconds to do each room
- Protection and reassurance for all staff, children and their families
- Works on soiled surfaces
- No specialist training required – staff are required to just watch the training video and read this risk assessment

Use of Personal Protective Equipment (PPE)

The scientific advice indicates that nursery staff do not require additional personal protective equipment above what is normally used throughout each day, although all staff must ensure increased hand washing, use of hand gel and enhanced cleaning and disinfecting routines within the nursery setting.

Facemasks will be worn by staff who are meeting and greeting parents at drop off and collection. There is no requirement for staff to wear face coverings throughout the day, however this is personal choice and if staff wish to wear facemasks at any time during their working day they are welcome to do so.

All parents / carers dropping off and collecting children will also be required to wear face masks which they should ensure they have and provide themselves – this is not required for children coming into the nursery.

All visitors to the nursery, including Head Office staff, Area Managers, the Maintenance Team and external contractors / visitors must wear a face mask when in settings where social distancing cannot be maintained.

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Children attending nursery will not be permitted to wear facemasks in the Nursery at any time.

Children under the age of 2 should never wear a facemask.

Staff will wear disposable gloves and aprons at mealtimes within the nursery.

Each setting will have a supply of full PPE, consisting of aprons, gloves, face masks and face shields for use should a child start to display symptoms of COVID-19 through the nursery session. In this circumstance the child will be taken into isolation with a staff member wearing the full PPE whilst they await collection.

Disposable gloves and aprons will be worn by all staff whilst changing children's nappies.

Group Sizes

Children of Nursery age cannot be expected to remain 2 metres apart from each other and staff, however it is still important to reduce the contact between people as much as possible.

It may be necessary to bring small groups of children together at the beginning and end of each day and at times during the day where this enables the service to continue to operate.

If for any reason we are unable to facilitate all children's sessions, we will first ask parents to 'volunteer' to not send their children to nursery, those opting to do so will not be charged for any sessions missed.

If we do not have sufficient families opting to not send their child we will have to restrict attendance and we will prioritise the following groups in the following order.

1. Those children deemed as vulnerable as stated within government guidance definitions
2. Those children whose parents are key workers as identified in the government list of keyworkers (it may be required that both parents will need to be a defined key person)
3. Those children who will be starting primary school at the next starting point
4. All other 3 and 4 year old funded children
5. Children of any other age groups

Communicating our Operational Procedures

To help ensure that the risk of the virus spread for both staff and children is as low as possible, we must:

1. Tell children, parents, carers or any visitors such as suppliers not to enter the nursery if they are displaying any of the symptoms of coronavirus
2. Children should be brought to nursery and collected by one parent / carer only who must wear a face mask at drop off and collection (ideally this should be the same person each time the child attends)
3. Parents and carers will not be admitted into the nursery, staff will collect children from the door and sign them into the nursery and they will bring your child to the door at the end of their session
4. We will temporarily not be providing nursery to home books or daily feedback sheets during this time, parents should regularly check ParentZone for any updates or for sharing of key information
5. Toys, activities and equipment will be restricted to those that can be easily cleaned at the end of each session and throughout the day as required

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6. Cots and sleep mats should be moved as far as possible apart from each other
7. Children will not be self-serving at mealtimes
8. Parents should observe 2 metre social distancing guidelines when waiting outside the nursery to drop off or collect children
9. Parents / carers are asked not to gather at nursery entrances and please wait in areas maintain a safe distance at busy times when dropping off and collecting children
10. Parents and carers are asked to try to avoid using public transport at peak times and should follow all government guidance when using public transport
11. Ensure group sizes reflect the number of legal staffing ratios
12. Travel items such as car seats and buggies must not be left in the nursery buildings
13. As far as is practical social distancing guidelines should be adopted
14. If a person is returning from a country / place where a period of quarantine is required on their return, they must not attend the nursery for this period.

All settings Must have their own Risk Assessment in place to detail processes in place for their setting **this** should include how the above can be implemented within the nursery. The settings risk assessment should be regularly revisited and updated as required and shared with all staff.

Staff working in nurseries must

1. Make sure anyone who is feeling ill stays at home – they must arrange a test and provide a negative result to the nursery before returning and must self-isolate for the required period and whilst awaiting any test results
2. If a staff member has been identified as a close contact of a positive case, they must self-isolate for the required period – regardless of if they have a test within this period which gives a negative result.
3. Ensure all staff and children wash their hands with soap and water for 20 seconds frequently
4. Ensure staff encourage children not to touch their faces
5. Encourage the use of tissues and ensure these are disposed of effectively
6. Implement enhanced cleaning and disinfecting procedures – to include cleaning of surfaces, door handles, toilet flushes and other high contact areas
7. Ensure staff have their own supply of stationary / allocated laptops etc and these need to be cleaned appropriately
8. The printer must be wiped with an antibacterial wipe after each use
9. Ensure toys and equipment used is cleaned / sterilised frequently
10. Ensure hand gel is used by all persons on entering and leaving the premises
11. You must inform all parents of the measures we are taking and ensure they are cooperative in implementing them

There is no requirement for staff or children in Early Years Settings to abide by social distancing guidance however - as far as is practical in the settings the following can be implemented:

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1. Moving tables further apart from each other
2. Minimise clustering of children such as for stories / activities
3. Use the outdoor environment as much as possible
4. Staggering staff breaks

Operational Procedures – keeping everybody safe

Cleaning and Hygiene

- We are following the guidance in the Government publication 'cleaning of non-healthcare settings'. This guidance can be found at: www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings

This guidance sets out our cleaning procedures as follows:

- cleaning an area with normal household disinfectant after someone with suspected coronavirus (COVID-19) has left will reduce the risk of passing the infection on to other people.
- wearing disposable or washing-up gloves and aprons for cleaning. These should be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished
- using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles
- if an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), use protection for the eyes, mouth and nose, as well as wearing gloves and an apron
- wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning

The infection risk from coronavirus (COVID-19) following contamination of the environment decreases over time. It is not yet clear at what point there is no risk. However, studies of other viruses in the same family suggest that, in most circumstances, the risk is likely to be reduced significantly after 72 hours.

All settings are thoroughly cleaned with the use of a fogging machine after each day.

Cleaning and disinfection

Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but

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which are not visibly contaminated with body fluids can be cleaned thoroughly as normal.

All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including:

- objects which are visibly contaminated with body fluids
- all potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells

Use disposable cloths or paper roll to clean hard surfaces, chairs, door handles and sanitary fittings, following one of the options below:

- use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine

or

- a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants

or

- If an alternative disinfectant is used within the organisation, this should be checked and ensure that it is effective against enveloped viruses

Avoid creating splashes and spray when cleaning.

Any cleaning materials used must be disposed of and should be put into waste bags as outlined below.

All nursery play areas will be cleaned thoroughly with a fogging machine and solution at the end of each day.

Laundry

- Wash items in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items.
- Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air.
- Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.

Waste

Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

1. Should be put in a plastic rubbish bag and tied when full.

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2. The plastic bag should then be placed in a second bin bag and tied.
3. It should be put in a suitable and secure place and marked for storage until the individual's test results are known.

Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours.

- if the individual tests negative, this can be put in with the normal waste
- if the individual tests positive, then store it for at least 72 hours and put in with the normal waste

If storage for at least 72 hours is not appropriate, this waste should be double-bagged and disposed of in the Clinical Waste bin.

In addition to the above the following must also be adhered to

- Increased handwashing in place throughout the day for staff and children for at least 20 seconds
- Use of hand gel throughout the day and for all persons entering and leaving the nursery
- Regular cleaning and disinfecting of all surfaces and toys / equipment that staff and children come into contact with such as toys, books, tables, chairs, doors, sinks, toilet areas, light switches and all other high traffic areas

- Regular cleaning is to be scheduled in line with the 'Daily Disinfectant Log of High Traffic Areas' form
- A new form [one single control copy per day] is to be produced and completed every day. This should be displayed in a prominent place where the Nursery / Duty Manager has oversight
- The Nursery / Duty Manager is responsible for printing out the 'Daily Disinfectant Log of High Traffic Areas' forms, staff tasked with cleaning duties must initial the form as disinfecting duties are completed, to record that these tasks have been done
- By midday of the following Monday the Nursery / Duty Manager must scan and email the week's forms to the Area Manager, cc the Compliance Manager
- The nursery playrooms are cleaned each day with a fogging machine and cleaning solution.

- Children should be encouraged not to touch their mouth, eyes and nose
- Children will be provided with tissues for sneezing and will be encouraged to use the 'catch it, bin it, kill it' message with bins being emptied frequently through the day
- All rooms should be well ventilated with windows and doors open and this should be reflected in the relevant settings risk assessment
- Internal doors should be where possible propped open where safe to do so to prevent touching of door handles and to aid ventilation (this must be referenced in the setting's risk assessment)
- There is no requirement for anything other than normal personal hygiene and washing of clothes following a day in nursery

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Reducing Mixing of people within the Nursery

- Drop off and collection will be done at the nursery entrance, with parents not being permitted in the nursery
- Staff breaks – if using staff rooms then staff should maintain 2 metres apart and should only be used at the same time with staff who are normally working together. (as in from the same room)
Numbers of staff accessing such areas must be limited and nursery offices are not to be used for breaks and where possible, staff breaks should be staggered
- Use of communal internal spaces should be restricted as much as possible
- Non childcare staff such as Nursery Cooks and Admins should not enter all rooms / areas or mix with all staff / children and processes around this will be determined by the settings risk assessments.
- Staff shifts must be done on a monthly basis (not weekly) to ensure consistency of staff and staff groupings
- Where possible, mixing of groups of children must be minimised and children should not be grouped together with other rooms where this can be avoided.
- Staff should also be deployed with minimum mixing between rooms where possible.

Use of outdoor space

- The outdoor space should be used as much as possible whilst adhering to the grouping of children rules – different groups of children should not access the same area of outside spaces at the same time

Shared resources between home and setting

- The sharing of resources between the home and nursery will be temporarily suspended
- Children are able to bring necessary essentials into nursery each day in a bag such as spare clothes, nappies and wipes and comforters but should not bring in any unnecessary items such as toys.
- We will not be completing nursery to home books / daily feedback sheets during this time

New Admissions and Settle sessions

We are still taking new admissions to the nursery and show arounds for new families will take place out of hours and will be arranged with the Nursery Manager.

For all show arounds we are asking that only one parent attends and facemasks must be worn by the parent /

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carer and the staff member conducting the show around and all must wash their hands / use hand sanitiser upon entry and exit to the nursery and social distancing should be observed.

Settle in sessions for new children can take place with the child only and a telephone / zoom meeting will take place with the parent and the key person prior to them starting so important information can be obtained.

In exceptional cases only a parent may be able to stay or an initial settle session with their child for up to one hour only and in these cases they must avoid contact with all other children (this will include for example where a child with additional needs is due to start with the nursery).

External Professionals visits

Where an external professional may need to visit – this should be 'assessed' by the Nursery Manager as to if an on-site visit is absolutely necessary or if the meeting can take place virtually.

Where absolutely necessary, on site visits can take place, and the COVID-19 Visitor Policy must be fully in place. Such visits may include;

- Visits that allow a vulnerable child to meet with a social worker, key worker or other necessary support
- Where safeguarding is a concern
- Visits for SEND children / assessments
- Tutors to assess apprentices

Supervised Tooth Brushing Programmes

Settings who are participating in the supervised tooth brushing programmes can be in place but only the 'dry brushing method' can be used. The wet brushing model is not recommended. For more information visit; <https://www.gov.uk/government/publications/covid-19-supervised-toothbrushing-programmes/covid-19-guidance-for-supervised-toothbrushing-programmes-in-early-years-and-school-settings>

Messy Play / Sensory Play

All messy play / sensory play activities must be fully risk assessed and shared with all staff prior to having in place.

Such activities can take place in a controlled way – that being;

- In small consistent groups only
- The maximum number of children that can access such an activity is 15 (and only for the same group of 15 children for that one session only)
- Children must wash their hands before and after accessing the activities
- All activities must be disposed of after each use and any resources/ trays etc used fully cleaned after each use
- Sand cannot be used currently as will incur huge wastage as it will need to be disposed of after each use
- Cooking activities are not currently taking place with the children

Outings

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We are currently not taking any children off site for nursery outings / visits.

What happens if someone becomes unwell within the Nursery?

If anyone becomes unwell in the nursery with a new, continuous cough, a high temperature and / or a loss of taste and / or smell they must be sent home immediately and advised to follow the COVID-19 guidance for households with possible coronavirus infection guidance.

If a child is awaiting collection, they should be moved to a room or area where they can be isolated behind a closed door with appropriate adult supervision. Any windows must be open for ventilation and the staff member supervising the child must wear full PPE in the form of apron, gloves, face mask and face visor shield. If they need to visit the bathroom during this period the bathroom should be cleaned before being used by anyone else.

(all such areas must be cleaned using the fogging machine at the end of the day)

The child must be collected within an hour of being contacted by the Nursery.

In an emergency – we should call 999 if we are seriously concerned about a child or feel that their life is at risk.

When the child is collected the parent should be advised to get the child tested and to notify you of the results.

If a member of staff has helped someone who was unwell with a new continuous cough or a high temperature, they do not need to go home unless they then develop symptoms themselves (in which case they should arrange to be tested) or the child subsequently tests positive (see below – ‘what happens if there is a confirmed case of coronavirus in a setting’). They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with a normal household disinfectant after someone with symptoms who has left the nursery / area will also reduce the risk of passing the infection onto other people.

System of Controls: Prevention:

We must minimise contact with individuals who are unwell by ensuring those who have coronavirus symptoms, or who have someone in their household with symptoms do not attend our settings.

Ensuring that children, staff and other adults do not come into settings if they have coronavirus symptoms or who have tested positive in the last 10 days and ensuring anyone developing those symptoms during the day is sent home, are essential actions to reduce the risk in settings and further drive down transmission of coronavirus. All settings must follow the below processes and ensure all staff are fully aware of these.

The symptoms of coronavirus are: (however mild)

A high temperature

A new and persistent cough

A loss in or change in normal sense of taste and/or smell (anosmia)

What happens if there is a suspected case of COVID-19 in the Nursery?

When a child or staff member develops symptoms compatible with COVID-19 they should be sent home and

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advised to self-isolate for the required period of time in line with government guidance. They will also have access to a test if they display symptoms and are encouraged to get tested.

Where the child or staff member tests negative, they can return to work or the setting and fellow household members can end their isolation. Providing they do not continue to display any of the symptoms and they are fit and well.

We require a copy of the negative test result to enable persons to return to the nursery.

An inconclusive Test Result

Where a test result is inconclusive the person can have a second test (but still not attend the setting until a negative result is obtained) or they should self-isolate for the required period as determined by government guidelines and not return to nursery until after this period.

What happens if there is a confirmed case of COVID-19 in the Nursery?

Where the child or staff member tests positive, The Operations Director must be informed immediately. We must also advise the DFE (who will consult with the Local Public Health England) , The Local Authority and OFSTED. We will follow all advice given by Public Health England. These notifications will be managed by the Operations Director but may be delegated to Area Managers, Nursery Managers as appropriate.

The contact details for the DFE to notify of all positive cases is: 0800 0468687 and select option 1

You will be put through to a team of advisors who will inform you what action is needed based on the latest public health advice. If, following triage, further expert advice is required the adviser will escalate your call to the local health protection team."

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise on the appropriate action to take.

If someone tests positive for coronavirus they must follow the COVID-19 guidance for households with possible coronavirus infection (<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>) and should continue to self-isolate for at least 10 days from the onset of their symptoms and then only return to the setting only if they do not have symptoms other than a cough or loss / change to taste and/or smell. This is because anosmia can last for several weeks once the infection has gone. The at least 10 day period starts from the day they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 10 days.

COVID-19 Testing (PCR Tests)

Testing for COVID-19 at a test centre with a PCR test is available for all nursery staff / children if they or

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someone in their household is displaying the symptoms of COVID-19 as in a high temperature and/or a new continuous cough.

To be eligible for a test you must:

- Have COVID-19 symptoms and be in the first 3 days of the onset of the symptoms

OR

- Be living in the same household as someone with COVID-19 symptoms and therefore self-isolating for 10 days

If you are self-isolating for other reasons and are not symptomatic, for example, if you have an underlying health condition, you are not eligible for testing.

If a staff member or anyone in their household is experiencing any of the symptoms, they must report this to their current line manager as soon as possible and should not attend work – they should initially follow the guidance on self-isolating. They must apply to be tested at the earliest opportunity through booking a test on the www.gov.uk website.

They must arrange to have a test during the first 3 days of the onset of the symptoms. Staff must attend for their test following the guidance they are given at the time of booking. They will receive the results within 48 hours and should remain in self-isolation for the period up until results are provided.

If the test is negative, then staff members can return to work safely. If it is positive, they must remain in self-isolation and maintain contact with their line manager.

Managers working in settings must ensure they inform the Operations Director of any staff member or child who has had a test for COVID-19 and the results of that test.

Engaging with the NHS Test and Trace process

Settings must ensure that staff members and parents / carers understand that they will need to be ready and willing to:

- Book a test if they are displaying symptoms. Staff and children must not come into a setting if they are displaying symptoms and must be sent home if they develop them whilst in the setting
- Provide details of anyone they have been in close contact with if they were to test positive for coronavirus or if asked by NHS Test and Trace

If a staff member is contacted by the Test and Trace team and advised to self-isolate they must inform their line Manager immediately, or the Operations Director.

The Operations Director must be informed of any staff member required to self-isolate as advised by NHS Test and Trace.

Early Years Foundation Stage (EYFS)

Coronavirus Dis-applications

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Only in place until 31st August 2021 and only where government national or local restrictions apply – when these are no longer in place the dis-applications can no longer be used.

Learning and Development

Regulations came into force on 26th September 2020 that allow temporary changes to be re-applied if COVID-19 related local or national restrictions are imposed by government and the provider has deemed these restrictions to mean they are unable to deliver the EYFS as required

Information can be found at:

<https://www.gov.uk/government/publications/early-years-foundation-stage-framework-2>

Please do not print this guidance as it is updated frequently, and it is important you are looking at the most up to date information – this policy will be updated accordingly following any changes

Safeguarding and Welfare

All other aspects of the safeguarding and welfare section of the EYFS framework still apply, including requirements relating to child protection arrangements.

Settings must continue to have a designated safeguarding lead take responsibility for safeguarding.

All settings must have a DSL in post.

All settings must have a named SENCO in post.

Fire Drills and Emergency Evacuations

Normal Fire drill guidelines apply, however staff and children should vacate the building and meet at the designated Assembly point within their own groupings and should maintain social distancing rules from the other groups at the point of evacuation as well as whilst at the assemble point.

END OF DOCUMENT.