Evergreen Forest Nursery COVID-19 Policy updated from January 2020

**Covid -19 Policy**

Keeping Children Safe in Education 2021 (KCSIE) remains in force throughout the response to coronavirus (COVID-19). However, Evergreen Forest Nursery recognises that further measures or adaptations to current policies and procedures may be required in response to the pandemic in 2021/22. Any such measures will be detailed and communicated through addition to the policy, when necessary, and shared with all stakeholders. Evergreen Forest Nursery will continue to follow local and national guidance and adapt/amend this policy if required. ( updated March 2022)

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From January 2021 Evergreen Forest Nursery has extended our operational hours and will be open at 8.45 am and close at 3.15 pm and all care and learning will be held outside. This let parents more chance to avoid the queuing before and after nursery hours

From the 8th February 2021 we will be using our indoor sites for about 1 hour per day

From Monday 19th July 2021 we will continue to ask parents to drop off and pick

up outside. We will be reviewing this procedure in October 2021.

We ask that all parents respect the following protocols during Drop off and Pick Up times

We will continue to take the temperature of each child

that arrives at nursery each day.

Please wear a face mask and maintain social distancing when dropping off and picking

up, avoiding congregating at the drop off points at the nursery.

One adult should attend only.

Please note: Parents will not be permitted into the indoor site and so

children must be dropped at the door or the designated outdoor drop off point

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From Monday 17th May 2021 we will begin a gradual process of removing the need

for bubbles.

-Will I be able to leave the pushchair/ scooter etc at the nursery?

Unfortunately, you will be unable to leave any items including pushchairs, car seats, scooters etc in our indoor spaces. These items can be left outside where they will not cause an obstruction or block any fire exits or doorways. Please be aware that Evergreen Forest Nursery can’t accept any liability for any loss or damage for these items. We would suggest that you ensure that these items can be secured appropriately

What protective measures are in place day to day?

A daily COVID 19 specific risk assessment to be completed

for both indoor and outdoor sites before the children arrive

Employees are always advised to practise strict hygiene and cleanliness procedures

ensuring waterproofs and clothing are clean before entering the nursery.

Employees are advised to cough or sneeze into their elbow when a tissue or other

vessel cannot be reached in time and are then to always wash their hands afterwards.

Employees are advised to wherever possible, avoid contact with others, such as

handshakes and are to maintain a social distance of 2 meters (6ft)

Please be aware that your children will meet all staff members and other children

while attending nursery. Although every measure will be taken to ensure that your

child has minimal contact with others, children of the early years age group will

inevitably want to hug and touch others through play or when needing comfort.

Therefore it is vital that we will adhere to best practise hygiene policies throughout

the day. If your child needs comfort, our staff will comfort them and will do their

absolute best to make sure that all their social, emotional and wellbeing needs are

met.

At lunch and during seating times social distancing will be encouraged through the

placing of log seating/ picnic rug seating with distance between children. Through the

creation of songs and routines children will be encouraged to maintain social distancing.

All children and adults will handwash regularly (minimum once an hour and

Always upon arrival in the morning, after using the toilet, after coughing or sneezing into

hands, before and after eating, after physical contact with others)

Outdoor resources will be carefully selected to be as natural as possible with no

smooth artificial surfaces. Plastic items that children may play with will be kept to a

minimum and where they are used will be sterilised at the end of each day. We will

further remove any laminated books or resources with smooth surfaces which will

hold the virus for longer. All pencils, pens or other resources used will be antibacterially cleaned each day.

When we revert to using the indoor spaces and our indoor resources will be kept to a

minimum, with soft furnishings only being used where they can be laundered daily. All

indoor resources will be cleaned with antibacterial spray each day.

Where applicable groups will not share resources being used unless they have been

deep cleaned beforehand.

During nappy changing,

as usual gloves and aprons to be worn. Children should be changed from the side in order to prevent any bodily fluid spills, or sneezes going towards adult’s faces. Careful sterilisation of hands between each nappy change and new gloves to be wornas per our standard protocol

Where possible adults are advised to stand slightly behind and above children as they

Play. The greatest risk of contagion is if the virus is coughed or sneezed outfrom one person

Into another’s face (eyes, nose or mouth).

When not playing directly with children but talking or observing, we encourage

Educators to try to develop a habit of holding their hands in front of them to reduce

the number of times they touch their face.

During the day, any item that children and adults touch regularly will be sprayed and

antibacterially wiped. This will take place at least once before the day begins, during

the day, after the children leave and also between groups using it. This includes

toilets and toilet flushes in addition to staff equipment such as phones, walkies and laptops.

Phones and walkies should be labelled so no more than 2 staff use the same

walkie/phone each day. Whenever a phone or walkie is passed between staff it should

be antibacterially wiped.

From Monday 17thMay 2021

we will continue to clean all items in line with the above.

When we revert to using indoor spaces. All indoor spaces used by staff and children

will be thoroughly cleaned each day

Any laundry will be washed at 80 degree minimum. Bedding will be allocated by child.

No soft toys or soft furnishings will be used unless they can be laundered each day.

All resources should be sprayed with antibacterial spray and wiped down at the end

of each day. Any resources not easily wiped and cleaned should be not used

during the time of the pandemic and stored securely in cupboards.

Disposable cloths

used for wiping surfaces and drying hands to be placed into small

white bags and sealed before placing into a black bin bag for disposal at the end of

each day.

No toys or equipment can be brought in from home by any children.

MARCH 2021:

Following the latest government update on the 12th March, face coverings will also

Be worn by adults when indoors and social distancing cannot take place i.e.

Maintaining a distance of at least 2 metres. Such areas may include:

-The kitchen

-The office

-Corridors between rooms

Face masks do not need to be worn in the main nursery space as long as adults

maintain social distancing and the doors remain open to allow air flow.

From Monday 19th July we will continue to wear masks when preparing food and will

give staff the option to wear a mask in communal areas if they wish to.

What will happen if my child requires medication whilst at Nursery?

we will be able to administer prescribed medication in line with our policy. All medication will need to be prescribed with the name of the child and the dosage.

Preventative inhalers should be administered at home prior to the child arriving at

nursery. Blue inhalers which may be required can be brought to Nursery and staff can

assist in administering these whilst wearing PPE.

Epipens can be brought to nursery and administered in line with our usual first aid

policy and procedure.

Prescribed nappy cream will be administered with staff wearing PPE.

Will I be able to visit the site during this time?

In order to keep everyone safe at this time we will not be allowing site tours, parents

evenings, settling visits attended by parents or orientations days whilst children are

on site at this time.

During the pandemic any visitors,

including other professionals to any site will be at our discretion and in line with our Covid Safe protocols.

What happens if we are planning a holiday?

From 5th November 2020 non

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essential travel is not permitted. This includes going on holiday either in the UK or abroad. From 19th December 2020 anyone living in a tier 4 area will only be permitted to travel for work, school or other essential reasons.

From Monday 17th May 2021 the government restrictions will be eased. Please check

with the government advice if you are planning to travel on holiday. Please let your

nursery manager know where you will be travelling to and from and adhere to the

government guidance around which countries you can travel to and whether you

need to selfisolate.

Can my child attend another nursery or extra curricular clubs or classes?

From the 22nd September, the DfE guidance was updated to:

“Parents and carers should been encouraged to limit the number of settings their child attends, ideally ensuring their child only attends the same setting consistently”.

However, we understand that it is not possible for all families to rearrange childcare

arrangements as we had previously allowed dual setting attendance to restart from 1st

September. With this in mind, we have asked all parents to notify us if their child attends a

nursery in addition to Evergreen Forest Nursery.

We must be notified immediately if the second nursery has any confirmed cases of COVID

-19.

We reserve the right to restrict attendance to just one nursery at any time.

From 5thNovember 2020 children can continue to attend other settings. In line with the

Government guidance will be contacting other settings that our Evergreen Forest Nursery children may attend and asking them to confirm that they have strict Covid procedures in place and to request that they notify us if they have a confirmed case.

From 19th December 2020 our procedure will remain the same and we ask that all parents keep us up to date with any changes to their current childcare arrangements.

From Monday 17th May 2021 the guidance will remain as above so please let us know if your

child is attending another setting or group, particularly if they there is a positive Covid case at another group that they attend.

High Risk Groups:

Following updated Government guidance recently released, we can confirm that

research has now been carried out to identify groups that may be at higher risk of

contracting COVID 19 than others.

Evergreen Forest Nursery advise from the report that following the research there are 4 key groups with a higher risk of contracting COVID-19:

-Those who are over the age of 50, with the contraction rate higher for women

-Those with severe underlying medical conditions such as diabetes, hypertensive

diseases, chronic kidney disease, chronic obstructive pulmonary disease and dementia

-Those from Black, Asian and Ethic Minority groups

-Those working in jobs where they come into close contact with people such as care

workers, hospital staff, taxi and delivery drivers and bus drivers.

Our risk assessments

for Covid-19 have been updated to include the latest guidance as evidenced above. Staff returning to work in the categories above complete an individual risk assessment prior to return to work and are offered appropriate PPE and guidance.

For families who are concerned that their child has an underlying medical condition as

listed in the report or is from a Black, Asian or Ethnic Minority background who would like to

discuss the protective measures we have in place, your Nursery Manager will be more

than happy to discuss any concerns or questions you may have.

Test and Trace

The Government Covid-19 Test and Trace System is now up and running so we wanted to

provide you with some additional information and guidance around this:

If your child develops Covid-19 symptoms (a temperature above 37.8 and/or a new

continuous cough) then you must immediately self isolate them and arrange for a

test to be carried out. Your child will not be able to attend Nursery.

If the test results are negative then your child can return to Nursery as soon astheir symptoms have gone.

If the test result is positive then your child must remain in self isolation for 10 days

minimum from the day that they first developed symptoms.

Anyone living in your household must also self isolate for 10 days

If someone in your household develops symptoms, then the whole household will

need to self isolate for 10 days and the person with symptoms will need to arrange

to be tested for Covid-19.

If their test result is negative then neither they nor anyone else in the household

needs to remain self isolating.

If their test result is positive then they will need to continue to self isolate for a

minimum of 10 days or until their symptoms have gone.

If their test result is positive,then everyone else in the household will need to

continue to self isolate for 10 days.

If you receive a text or call from the NHS Test and Trace service then it will be

because someone in the household has been in contact with someone that has

tested positive for Covid-19.

You will be advised you will need to self isolate for 10 days. It is very important that

you adhere to this. Other members of the household do not need to self

isolate unless they begin to display symptoms.

If you have been informed that you or your child has been in contact with someone

who has tested positive for Coronavirus before the NHS Test and Trace system contacts you, you will still be required to isolate and remain off nursery for 10 days.

With all of the scenarios above please can you inform us as soon as possible. We will need

to notify the Department for Education and Public Health England that we have a family

where one or more people in the household has tested positive for Covid-19.

From Monday 16thAugust the following changes have been made to isolation rules above:

If a child has symptoms then they must stay away from Nursery and get PCR test. If

the test is positive then they must isolate for 10 days.

If you are contacted by Test and Trace and advised that your child must isolate then

you still need to follow this.

If someone in your household tests positive but your child has no symptoms then

they do not need to isolate but we recommend that they get a PCR test and stay

away from nursery until they have received their test result. If this is negative then

they can return to nursery.

If a staff member comes into contact with someone who tests positive they will no

longer be required to self isolate as long as they have had 2 doses of the vaccine 2

weeks or more prior to the contact. We do advise that they take a PCR

test and do not return to work until they have received a negative result.

We will continue to ask parents to keep us informed of any positive cases in the

household and to share test results with us.

Early Years Foundation Stage

Since 24th April 2020 all childcare settings have to make reasonable endeavours to deliver the learning and development requirements of the EYFS. Our priority during this time has been to keep children safe, happy and well cared for, focusing on ensuring their wellbeing and emotional needs were the priority amidst a Global Pandemic, where many families have been affected.

From 1st September 2020 and following the lifting of many of the COVID 19 restrictions Evergreen Forest Nursery will:

Assign a key person to each child registered in our care

Where possible complete two observations per month for each child that attends the

nursery.

Complete an initial assessment for each child that has joined the nursery since August

2020. This will be done after their initial 6 weeks in our care.

Complete a 2year checks for all children aged between the age of 2 and 3 years

where a 2 year check has not been completed.

Begin accessing a child’s learning and development using the observations to identify

what progress each child has made and what their next steps will be.

During the Autumn term practitioners, supported by the Educational Leader, will access each child’s development and this will be shared with the parents at the end of the term

(December 2020). We will keep parents up to date with how this information will be shared

and will be dependent on any restrictions in place due to COVID 19. From January 2021 we

will continue to assess each child’s development, with a summary of that development at the end of the spring term.

As we have made some changes following theupdated Government Guidance please

can we ask all Parents to read and sign to say they have read this updated

Coronavirus Operational Procedure document and abide by it.

From 5th November2020 we will continue to take the temperature of children and

staff at the nursery but will no longer be asking parents to complete the daily

declaration as they arrive at nursery. However,

by signing the declaration below, you agree to inform us immediately if their child or anyone in the household displays signs of COVID 19 or they are contacted by Track and Trace asking them to self isolate as they have been in contact with someone with COVID 19.

Parent Declaration

To not send any toys from home into the

nursery with your child.

To wipe down waterproofs daily and to change children into different clothing when

they return home, placing that days clothing in the wash.

Wherever possible, to travel to your nursery by foot or bike rather than public

transport.

From 5th November 2020 your child will be able to attend Evergreen if they are

also attending another setting. We do ask that if a reported case of COVID 19 is

confirmed at the other setting that you inform us immediately.

We ask that parents please apply long lasting sun cream to their child before they

arrive at the nursery. Please provide your child with easy to apply sun cream (stick,

block or roll on) in their backpacks, with their name on. Staff will encourage each child

to reapply this themselves but will be there to assist where a child may need help.

Staff will be provided with PPE for this.

Parents are not permitted to enter the nursery at the present time. As such we are

unable to offer our usual settling in sessions for new families or siblings joining us

from enrolled families.

Once you have read through the document above, please click the button below to confirm

you have read the Covid-19 Procedure

Please sign Covid policy .