

**Sawston Nursery Covid19 Operation Plan/Policy for Parents and Children - Updated on 1st April 2022 in line with changes to Government Guidelines.**

**NHS Advice from 6th April 2022.**

Our primary aim is to keep the nursery as safe as possible from the transmission of COVID. We know the working environment will be different however, children should not feel a significant change in their nursery experience.

The Operation Plan below, contains guidance from the Department of Education and the government to create protective measures for all children, their families and the staff working in the nursery.

***We will no longer report positive PCR test results to early years' service or Ofsted, unless we have an outbreak (over 10% of children or staff testing positive or the setting has too partially or fully close).***

Focus	Area of consideration	Recommendations
	Attendance 	<p>There is no longer a legal requirement for people with coronavirus (COVID-19) infection to self-isolate, however if you have any of the main symptoms of COVID-19 or a positive test result, the public health advice is to stay at home and avoid contact with other people. Please note the infectious period is from two days prior to the onset of symptoms, or positive test result if asymptomatic, to 10 days after.</p> <p>We as a setting ask you to follow the below instructions to enable us to protect the vulnerable and support us to remain open and sustainable:</p> <ul style="list-style-type: none"> <li>• We ask that you keep your child at home for up to 6 days (from date of positive test or first symptom), following a negative test on the 5<sup>th</sup> and 6<sup>th</sup> Day.</li> <li>• We ask that they do not return until the 5/6<sup>th</sup> day, unless they continue to be unwell and therefore, we ask that they do not return until fit to be in the setting.</li> </ul>

Please also follow advice is for:

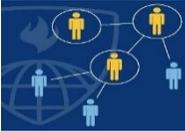
- people with any of the main symptoms of COVID-19
- people who have received a positive COVID lateral flow device (LFD) or polymerase chain reaction (PCR) test result
- people who live in the same household as, or who have had close contact with, someone who has COVID.

Sawston Nursery will not accept children in the nursery with a positive COVID test or key symptoms of COVID, due to the potential risk to others.

If your child is not attending the Nursery, please feel free to speak to the nursery about continued support for learning, through contact with your child's key person.

You may wish to look at the following websites to support your child whilst at home:

- Hungry little minds
- BBC Tiny Happy People
- Words for life
- Help children aged 2 - 4 to learn at home: coronavirus (COVID 19)
- The porch area in the nursery will be used to drop off children in this current climate. However, parents/carers can enter the setting to collect their child/ren providing they do not have any COVID symptoms and have not tested positive.
- Where possible, a familiar adult should drop off your child and collect to prevent different people entering the porch of the nursery.
- The legal requirement to wear a face covering no longer applies. However, the government suggests that you continue to wear a face covering in crowded and enclosed spaces where you may come into contact with people you do not normally meet (Nursery Foyer and Corridors).

		<ul style="list-style-type: none"> <li>• Please ensure your child sanitises their hands before entering the nursery.</li> <li>• Please give priority to staff waiting to enter the nursery so they can prepare themselves and be in the classroom to greet the children.</li> </ul>
	Tracing close contacts and self-isolation	<p>Public Health advise for People with COVID 19, and their contacts changed from 24<sup>th</sup> February. Contacts are no longer required to self-isolate or advised to take daily tests and contact tracing has ended.</p> 
	What to do if you have COVID-19	<p>The most effective way to avoid passing on COVID-19 infection is to stay at home and avoid contact with other people.</p> <p>When someone with COVID-19 breathes, speaks, coughs or sneezes, they release small particles (droplets and aerosols) that contain the virus that causes COVID-19. These particles can come into contact with the eyes, nose or mouth or can be breathed in by another person. The particles can also land on surfaces and be passed from person to person via touch.</p> <p>The risk of catching or passing on COVID-19 can be higher in certain places and when doing certain activities such as singing or vigorous exercise. In general, the risk of catching or passing on COVID-19 is highest when you are physically close to someone who is infected.</p> <p>However, it is possible to be infected even by someone you do not have close contact with, especially if you are in a crowded, enclosed or poorly ventilated space. This is because the infectious particles can stay suspended in the air for some time.</p>

## Health and Safety



- In exceptional cases for the purposes of meeting the EYFS ratio and qualification requirements, all staff educating or caring for a mixed age group of children can be considered, available to work directly with all of the children who have been grouped together.
- In all circumstances, risk assessments would be carried out and the nursery are responsible for maintaining the quality of care, safety, and security of children.
- From Monday 21 February 2022, the government is removing the guidance for staff and students in most education and childcare settings to undertake twice weekly asymptomatic testing. The education testing delivery channels will remain open so that staff can access tests if needed to respond to local public health advice, in particular in relation to outbreaks.
- Parent and child groups can now operate as normal and without restrictions on attendance.
- There are no limits on the number of people who can sing indoors or outdoors.
- In situations where there is a higher risk of catching or passing on COVID you should follow the guidance on '**coronavirus: how to stay safe and help prevent the spread**'
- Staff have guidance on appropriate PPE and the operating procedures we have in place in nursery.
- Staff can make their own choice to wear a mask in communal areas and in the classroom under current government guidance, including kitchen staff.
- Staff can make their own judgement on how comfortable they feel in the staff room with the number of staff members present, as there are now no restrictions on the maximum amount.
- Staff are to ensure that they sanitise their hands when entering and exiting the staffroom and classrooms to avoid transmitting the virus.
- If your child has been given Calpol prior to coming into the nursery and requires 1:1 care due to being unwell, they should stay at home, as we are not able to give them the attention, they

require throughout the session with one adult attending to their needs. We all know the best place for a sick child is at home with their main parent/carer. Please refer to our, [Managing Sick Children Policy](#), on our website at [www.sawstonnursery.org](http://www.sawstonnursery.org)

- All areas of the nursery will be kept well ventilated, with door and windows open where possible. There should be a balance for increased ventilation while maintaining a comfortable temperature.
- If a child or member of staff have been sick, or had diarrhoea, they must not return to the setting for at least 48 hours after symptoms last showed and they feel well enough to attend (Please refer to the [Managing Sick Children Policy](#)).

#### **Changes to measures and guidance for managing COVID-19 in education and childcare settings from Friday 1 April (DfE)**

- adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature
- children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend
- adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious. For children and young people aged 18 and under, the advice will be 3 days
- If your child has a temperature or appears unwell, they should stay at home until they are feeling better and no longer reliant on temperature relief medication (as per our [Managing Sick Children Policy](#)), which can be found on our website at [www.sawstonnursery.org](http://www.sawstonnursery.org), parents may also ask for a copy from our admin or management team.

Symptoms of COVID-19 can include:

- a high temperature or shivering (chills) - a high temperature means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough - this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
- a loss or change to your sense of smell or taste
- shortness of breath
- feeling tired or exhausted
- an aching body
- a headache
- a sore throat
- a blocked or runny nose
- loss of appetite
- diarrhoea
- feeling sick or being sick

The symptoms are very similar to symptoms of other illnesses, such as colds and flu

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/coronavirus-in-children/>

- **Important note:** Whilst teething is known to cause such side effects as rosy cheeks and sore gums, NHS guidelines **do not** consider a high temperature to be a side effect of teething, as such it is **not to be** considered when suspecting COVID.
- Public Health England and Early Years Services advise that if a child's temperature reaches 38 and above the parent will be asked to collect the child and asked to seek medical advice.
- If a child's temperature reaches 38 degrees and is showing symptoms of a fever, we will take the child's temperature using a digital thermometer, a second reading will be taken 10 to 15 minutes later and thereafter for up to one hour before calling the parent to collect the child from Nursery. Staff will record all temperatures taken as evidence of changes in a child's temperature and share with the parents via Tapestry or paper format. If we give a paper copy, then one copy to be kept on file and one will be given to the parents.
- If you live in the same household as someone who has COVID you are at a significantly higher risk of becoming infectious yourself. However, if you have been vaccinated with the COVID vaccine, you are less likely to become ill. You are also less likely to spread COVID to other people, but this is still possible. Therefore, if you are aged 18 years and 6 months or over and are not fully vaccinated\* and live in the same household as someone with COVID, you are no longer legally required to stay at home, however the current guidance recommends you stay at home for 5 days and then continue to follow the guidance until you have received 2 negative test results on consecutive days. This is the same guidance for fully vaccinated people. Please follow our requests on page 1.
- \* *You are classed as fully vaccinated 14 days after receiving 2 doses of an approved vaccine.*

The main symptoms of COVID-19 are a recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

If you have any of these symptoms, you [should order a PCR test](#). You are advised to stay at home and avoid contact with other people while you are waiting for the test result. You should also follow this advice if you have a positive LFD test result, even if you do not have any symptoms

From Monday 17th January, people who are self-isolating with covid 19 will have the option to reduce their isolation period after 5 full days if they test negative with a lateral flow device (LFD) test on both day 5 and day 6 and they do not have a temperature. For example, if they test negative on the morning of day 5 and the morning of day 6, they can return to their education or childcare setting immediately on day 6. The first test must be taken no earlier than day 5 of the self-isolation period and the second must be taken the following day. Circumstances that may require a child/family to self-isolate even though they are not displaying symptoms, such as having travelled to a destination on the government **list** requiring isolation on return. Please ensure that you inform the nursery of any travel outside of the United Kingdom.

- All toys and resources that are used by the children during the day must be cleaned using Milton or anti bac spray daily.
- All soft furnishings/soft toys and dressing up clothes will continue to be washed regularly.
- If a member of staff develops suspected COVID symptoms whilst working at the nursery they will be sent home immediate and isolate at home in line with the NHS guidance and government guidance.

<p>Reporting cases of COVID 19</p>		<ul style="list-style-type: none"> <li>• Test results no longer have to be reported to NHS Test and Trace.</li> <li>• The setting will support and implement local processes to reduce the risk of COVID 19 transmission.</li> <li>• Direct staff and children who have symptoms to have a PCR test.</li> <li>• Contact Early Years and Childcare Service (Cambs EYC) for support if needed or if thresholds are met including full or part closure.</li> <li>• Where relevant the setting will inform RIDDOR.</li> <li>• There is no longer a requirement to inform OFSTED of COVID 19.</li> <li>• A report will be made to RIDDOR should an accident or incident at the setting occur which could have led to the release or escape of COVID 19. This must be reported as it is a dangerous occurrence.</li> </ul>
<p>Food Preparations</p>		<ul style="list-style-type: none"> <li>• Our cook will continue to provide all snacks, lunches, and tea to the children in the nursery.</li> <li>• Our cook will deliver the meals to each classroom for the children and leave the trolley <b>outside</b> of the classroom door for collection by a member of staff (or staff will collect their trolley from the corridor outside of the kitchen).</li> <li>• When mealtime is over, the cook will collect the trolley from outside of the classroom door.</li> <li>• Our cook will wear appropriate PPE to minimise the risk of contamination to the food.</li> <li>• Blue disposable gloves and aprons must be worn by all staff throughout serving any food to the children.</li> <li>• Staff handling food are in receipt of their Level 2 Food Hygiene training certificate.</li> <li>• Staff must ensure that they wash/ sanitise their hands before and after supporting with mealtimes in the room and when on their lunch/ rest breaks.</li> <li>• Our cook will be solely responsible for the food deliveries where disposable gloves will be worn on collection of the food from the front entrance.</li> </ul>

<p>Wellbeing and education</p> 	<ul style="list-style-type: none"> <li>• Children will be supported in age-appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue.</li> <li>• Children will be supported to use sanitiser/ handwashing where necessary.</li> <li>• Children will be supported to understand the changes and challenges they may be encountering as a result of COVID.</li> <li>• Staff need to ensure they are aware of children's attachments and their need for emotional support at this time.</li> <li>• Activities will support and nurture children in developing their social and emotional well-being and resilience.</li> <li>• Drop off in the morning will now take place in the foyer until further notice (From 18/08/2021).</li> <li>• <b><i>Pick-ups from the 6<sup>th</sup> of September 2021 - Parents (wearing masks) will be allowed to enter the nursery for pick up only until further notice! This will be done using our traffic light system of one parent per room at any one time.</i></b> However, should there be a confirmed case or localised outbreak we will return drop off and collection taking place in the porch area.</li> <li>• <i>Any parents/ carers who have COVID symptoms should stay away from the Nursery until they have a negative LFT. Feel free to contact us through Tapestry and e mail if you have any questions or queries during the day.</i></li> </ul>
<ul style="list-style-type: none"> <li>•</li> </ul>	<p>Personal Hygiene</p> <ul style="list-style-type: none"> <li>• Staff and children are expected to wash their hands for 20 seconds with running water and soap and then dry thoroughly. Handwashing is encouraged throughout the day at regular intervals.</li> <li>• Staff, parents, and children should sanitise their hands on arrival at the nursery as they depart at the end of the day. (Hand Sanitiser can be found on the red table in the foyer).</li> </ul>



- Hand sanitiser is provided in the classrooms and areas around the nursery including the staffroom.
- Nappies will continue to be disposed of in a hygienic manner.
- All gloves and PPE will be disposed in a nappy sack/medical waste bag immediately after use placed in a closed bin.
- Please discourage your children from bringing in toys from home unless essential. We understand that some children require a comforter, and we will endeavour to ensure that these are accessible to the individual child only. This will help prevent children becoming distressed when another child wants their toy, as well as preventing loss, damage, or transfer of viruses.
- Posters are displayed in the nursery to demonstrate good hygiene practices.
- Staff are encouraged to sneeze in the crook of their arm.
- No flannels or towels will be shared by children and are washed after every use.
- If baking is taking place in nursery individual resources must be used and cleaned after use.
- Windows are to be opened throughout the day to ensure good ventilation in the rooms prior to the children entering the nursery.
- Lockers are used by staff to store personal belongings.
- Staff are to have their hair tied back in the classroom and not wear jewellery although wedding rings and stud earrings are acceptable.
- Regular spot checks will be carried out by the management team to ensure cleaning is of a high standard throughout the nursery.

### Cleaning

- An enhanced cleaning schedule is in place to include all furniture, surfaces and children's toys and equipment.
- Within classroom and communal areas, touch points and handwashing facilities are cleaned and sanitised regularly throughout the day.

		<ul style="list-style-type: none"> <li>• Mop heads are to be changed daily in the classrooms and toilet mops are changed immediately after use.</li> <li>• We employ a cleaning company who come into the nursery, after closure on a daily basis, to ensure all areas are cleaned to a high quality.</li> </ul>
Risk Assessment		<ul style="list-style-type: none"> <li>• We have a risk assessment in place where consideration has been given to any adaptations to usual practice.</li> </ul> <p>An outbreak management plan is in place, outlining how the Nursery would operate if any of the measures described within the contingency framework were recommended in their area for any reason.</p> <p>The Contingency Framework describes the principles of managing local outbreaks of COVID-19 (Including responding to variants of concern) in education and childcare settings.</p> <p>The Contingency Framework is considered alongside the relevant Covid-19 Guidance for those settings.</p> <ul style="list-style-type: none"> <li>• Our risk assessment highlights any risks in the COVID pandemic, and the safety control measures currently in place throughout the nursery.</li> </ul>
PPE		<ul style="list-style-type: none"> <li>• Government guidance is that PPE is not required for general use in Early Years settings to protect against COVID transmission.</li> <li>• PPE should continue to be worn as normal for nappy changing and the administration of first aid.</li> </ul>
Communications		<ul style="list-style-type: none"> <li>• Parents will receive clear communication regarding the safe operating procedure and measures being taken to ensure the safety of their children and themselves.</li> </ul>
Transport		<ul style="list-style-type: none"> <li>• Parents should not leave car seats, scooters, or buggies in the setting premises due to space restrictions and transmission of viruses.</li> </ul>

		<ul style="list-style-type: none"><li>• Outings from the setting into the local community are risk assessed and in line with government guidelines. Outings do not include mixing with members of the general public.</li></ul>
	Visits	<ul style="list-style-type: none"><li>• Attendance to the setting is restricted as far as practically possible to staff and children unless there is essential maintenance that needs to be carried out. Essential work will be carried out, as far as possible, when the nursery is closed to the children.</li></ul>
Supplies	Procurement and monitoring 	<ul style="list-style-type: none"><li>• PPE is monitored to meet the operational needs of the nursery.</li></ul>