



Coronavirus (COVID-19) Policy

To all service users of Buxton Nursery

Introduction

This policy applies to all employees, Parents, Children, volunteers, students and anyone else working on behalf of the nursery. This policy also applies to service users and delivery drivers visiting the setting.

Purpose of policy

- Protect all employees, and service users including parents and children from coming into contact with Coronavirus (COVID-19).
- To maintain the minimum level of staff to continue to provide the welfare needs of the children in our care.
- To prevent the spread of Coronavirus (COVID-19).

Nursery Closure

The nursery closed to all but key worker and vulnerable children on Friday 20th March. In line with the government's announcement on Sunday 10th May we reopened to all age groups on June 1st. Due to space restrictions we had to limit our capacity and run provision in 2 groups/bubbles with maximum totals of 16 children. Whilst spaces were limited we prioritised key workers, vulnerable children and 3 and 4 year olds, especially those due to transition to school and this meant that for a period of time we had some families who wanted to return unable to do so. Following an update to government guidance and the restrictions of bubbles being lifted from 20th July we have been able to further extend provision and offer a space to all families who would like to return. Our usual groups/rooms will resume (Nursery Room and Pre-school Room). We continue to recognise that social distancing measures cannot be adhered to in an early years setting and therefore we will try and minimise contact between these two groups.

Nursery will have a designated toilet and sink area to use. Outdoor play time will be set by a rota so there is no crossover of contact with Buxton Infant School children.

Drop off and collection times will be staggered to avoid a high number of parents arriving at the same time. Any parents dropping off and collecting at the same times will be advised to socially distance themselves using space on the pavement across the road if necessary. The staff member on duty at drop and collection times will organise handover to promote social distancing inviting individual children/parents to the gate area.

Travel

Staff and service users who need to use public transport have been advised to wear a mask as per the government guidance. Wearing a mask is also a requirement when shopping from 24th July onwards.

No employee is required to travel outside of the UK for their job. The nursery would like to request all travel plans for its employees and any employee who has holidays booked needs to explore whether they will be going ahead using information from the airline or travel agent. Employees need to be aware of the quarantine periods that may be in place when travelling to some destinations. This will be continually reviewed and updated as guidance is changed.

Monitoring

The nursery is closely monitoring and gathering information from The Department of Health the spread of Coronavirus (COVID-19) and the management team are in contact regularly and then feedback to employees. Service providers have a duty of care to communicate with Buxton Nursery if any of their staff or family/friends contract Coronavirus (COVID-19) or are made to self-isolate. Please call on 07976977559 or email nursery@buxton-inf.derbyshire.sch.uk to do so.

Hygiene - General

Employees are advised to practice good hygiene and cleanliness standards.

- Regularly wash hands with hand wash and water for at least 20 seconds.
- Regularly use hand sanitiser.
- Cover mouth and nose when coughing or sneezing with either a bent elbow or tissue and always wash hands afterwards.
- Avoid close contact with others, such as handshakes and maintain a social distance of 2 meters.
- Avoid touching your eyes, nose and mouth.
- Wash all uniform after each session with the children.
- Windows should be opened to ensure good ventilation when rooms are occupied.
- Equipment that holds water such as the dishwasher should be run through at least a full cleaning cycle per week. This is to remove scale build-up and standing water to prevent possible bacteria growth.
- Frequently touched areas are appropriately cleaned several times a day (door handles, rails, desks).
- Toys should only be accessed by children in the same room and should be regularly cleaned throughout the day as required. A deep clean will take place at the end of the week.
- Soft toys and furnishing are being removed from the setting where possible and there are restrictions on what can be brought in from home (essential comfort items only and they must have been cleaned prior to arrival).

PPE

Staff are not required to wear PPE to undertake general duties. Staff should protect themselves using the PPE we always have done previously when carrying out nappy changes or cleaning up bodily fluids etc. Disposable masks and eye shields are available to use in addition to gloves and aprons should a child in the setting become unwell and need to be isolated until collection. The designated isolation room for Nursery and the reception classrooms is the nursery office. PPE, a thermometer, bags for waste and cleaning products will be readily available for use in this area.

Any tissues or bodily fluids collected in relation to suspected cases of Covid-19 should be double bagged and stored safely for 72 hours when they can be disposed in general waste. A designated lidded box will be stored in the snug for any waste to be stored until the 72 hour period is up.

Hygiene – Office

To help ensure the Coronavirus does not spread internally through the nursery, the following actions are being taken;

- Frequently touched areas are appropriately cleaned several times a day
- These include; desks, laptops, door handles, switches and telephones.
- Hand sanitiser is being used frequently within the setting.

If an employee experiences any of the following symptoms they will inform their manager immediately, self-isolate and follow advice/guidance on NHS website to obtain a test.

Symptoms include;

- **High temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature however we will be using thermometer and temperatures of 38oC or above are considered high)
- **New, continuous cough** – this means coughing a lot for more than an hours, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **Loss or change to your sense of smell or taste** – this means you’ve noticed you cannot smell or taste anything, or things smell or taste different to normal.

This information was taken from the NHS website.

Further information can be found here

<https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>

Business Continuity

It is vital that Buxton Nursery continue to care for the children entrusted in our care. We will continue to do this while continuing to provide the necessary health and safety for the employees and visitors to our setting. At the point of writing this policy all visits to the setting are cancelled.

Updated

16th July 2020

This policy will be shared will all staff and made available on our website. All staff working will sign a copy of the policy and risk assessment which will be stored on site.