



*Village Hall, Chapel Road, Fingringhoe, Colchester, CO5 7BH*

*☎ 01206 729731*

*Registered Charity No. 1031056*

## **Coronavirus (Covid 19) Policy**

### **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 continue child protection and safeguarding measures.
- To prevent the spread of Coronavirus (COVID-19)

### **Pre-School Closure**

The Pre-School is closed to all children until further notice. After discussing with all the families, it was agreed that no families needed a place for their child.

All volunteers have been told not to attend the Pre-School.

All fundraising events have been cancelled until further notice.

### **Child Protection**

During lockdown, we have remained in contact with all families who are registered in our setting. We have a range of communications to enable us to best stay in contact with them. We try to encourage families to upload on Tapestry, comment on our social media posts or reply to emails we send weekly. This has been fairly successful. Families that haven't engaged through those channels are being phoned once every couple of weeks. All families have been contacted by the manager.

Families who come under the additional umbrella (Yellow) are contacted weekly to ensure they are coping with the measures and to enquire if they need any additional support.

If there were any concerns, we would follow our Child Protection and Safeguarding policies.

### **Tapestry**

Staff can access Tapestry at home through the app. The app is passcode protected so only staff can access the observations to enable them to keep in touch with their key children's families. Apps on their phones or tablets will be deleted when Preschool reopens fully.

Date: 30/04/2020