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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 level of staff to continue to provide the welfare needs of the children in our care.
- To continue robust child protection and safeguarding measures.
- To prevent the spread of Coronavirus (COVID-19).

Pre-School Operation

The preschool is open and operating under normal hours Monday to Friday in full capacity of children. All other village community activities that would normally take place in the hall are currently suspended until further notice. All fundraising events have also been cancelled. However, we will be offering alternatives via Zoom or Microsoft Teams wherever possible.

Visitors and parents are not permitted to enter the building during sessions to ensure the safety of the children and staff. There may be an occasion where a parent will be required to enter the premises; this will be organised within the strict protocol of the Covid-19 risk assessment and discussed with the preschool manager.

Parents must follow the risk assessment (provided) on delivery and collection of their child. Weather permitting, the cubby trolleys will be left outside for parents to store their child's belongings. However, if it is raining the trolleys will be placed in the foyer and one family will be allowed in at a time. All cubbies are disinfected daily.

If a child or staff member is displaying symptoms such as:

If a child begins to display a continuous cough or a high temperature of 37.8c or above they should not be attending the setting. Children should not attend if they have had Calpol or any other paracetamol based medicine before arriving at preschool as this may mask possible symptoms of Coronavirus. If there is a need to offer a child paracetamol, children should be kept at home until they are well and it is safe for them to return.

If a child displays any of the symptoms detailed below within the session they will be sent home to isolate as per the guidelines.

- New or persistent cough
- Change or loss of taste and/or smell
- Temperature/fever

While on the premises awaiting collection, the child will be taken into a separate area and looked after by a member of staff who will be wearing full PPE. The parents (family) should access a Covid-19 test. As a setting we will require proof of the test results which can be sent to us via the preschool email. If the test is returned negative the child can return to preschool as soon as they feel better. However, if the family decide not to take the test or it is not available to them, the child will need to remain away from preschool and isolate for 10 days. Should a family member display symptoms the preschool child must isolate for 14 days. In addition should a family member be advised to self-isolate other family members do not have to isolate unless they display symptoms.

If a member of staff displays symptoms they will be sent home immediately and take a Covid test and await results. All staff practitioners must inform the manger if they have to self-isolate or have been told to isolate immediately this is a legal requirement.

If a child or a member of staff within the setting tests positive, we will contact Public Health England and seek their advice. We will also notify Essex County Council and Ofsted as per regulations.

If clinical advice is needed, the parent or guardian (as well as staff members) should go online to seek advice from NHS or call 111 if they do not have access to internet.

Continuity of contact

In the event of lockdown or unexpected preschool closure we will remain in contact with all families who are registered at the setting. We have a range of communication to enable us to stay in contact with everyone. We positively encourage families to communicate using tapestry and upload photos and details of their child's achievements. We welcome comments on our social media and we will respond to all emails received.

Children's safety is paramount and safeguarding children continues to be our priority. Therefore, parents of children who require additional support will be contacted weekly to ensure they are coping with the measures in place, and to establish if they need any additional help or support.

In the event of any concerns we will follow our usual Child Protection and Safeguarding policy.

Policy updated: 7 December 2020

