**5.f Coronavirus (COVID) policy (March – June 2020)**

This policy applies to all employees, parents, children, volunteers, students and anyone else working on behalf, delivering to or service users, using our preschools.

Purpose of policy

* To prevent the spread of Coronavirus
* To keep all employees and service users including children, their parents and families safe.

**Preschool sessions**

As of the 23rd March 2020 we are closed to all children except key worker children where both parents are on shift at the same time and need childcare OR vulnerable children (as defined by DfE).

As of June 1st, all settings will be open for all children who want a space. Children of critical workers and vulnerable children should continue to be offered a space and the suggestion is that 3- and 4-year olds will be prioritised.

* Government suggestion is for settings to prioritise children of working parents over those not working for the moment.
* Start times will be staggered start and finish times.
* Parents will socially distance at the entrance /exit.
* Staff will not pause to chat to parents but parents are free to call and give an update over the phone to the setting.

**Monitoring legislation**

Woolston preschool are closely monitoring updates from

* Gov.uk <https://www.gov.uk/coronavirus>

<https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

* Department of Education
* Early Years Alliance
* Southampton city Council

The managers regularly discuss the updates and implement changes as required.

All staff will be asked to complete the following Educare course: INFECTION PREVENTION AND CONTROL IN AN EARLY YEARS SETTING

**Hygiene - On arrival:**

Families and staff who use public transport should consider covering their face and mouths based on advice from SAGE. These can be made at home face coverings.

Parents will not enter the premises unless previously organised by the setting manager and only in exceptional circumstances.

A hand washing station will be set up for the children so that as soon as they come into the garden, they will wash their hands.

They will leave their lunch boxes and coats outside for staff to spray with Anti-bacterial disinfectant spray

Staff phones should be kept in their handbags and locked away so that cross contamination does not happen getting them in and out of the usual box.

**Hygiene- General**

NO TOYS or items are to be brought from a child’s house into setting.

We will provide nappies, baby wipes and nappy sacks until further notice.

Our preschool settings will ensure hygiene and self-distancing practices are in place and are followed.

Employees are advised to practise good hygiene cleanliness standards.

- regularly wash your hands with warm water and soap 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 after using a tissue.

- if you are in the garden ensure that you are carrying a small pot of hand sanitiser

- no jewellery except simple wedding ring and plain earrings

- avoid contact with others such as handshakes and maintain a social distance of 2 metres

- avoid touching your eyes, nose and mouth

- wash uniform and children’s clothes after each session

- It is assumed that both staff members and family will listen and abide by the Government guidelines so that we can keep each other as safe as possible. Staff who are not socially distancing will be answerable under our disciplinary policy. Parents who are disregarding social distancing will be advised that their children’s sessions will be stopped. Both of these are to ensure that put the health of ourselves and our community first.

- If a parent, child or employee is experiencing any of the following symptoms:

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

* A continuous cough
* A high temperature
* Shortness of breath

then they will need to inform the setting manager immediately as Coronavirus is a reportable virus and we would need to undertake guidance is attest comes back positive

<https://www.gov.uk/guidance/notifiable-diseases-and-causative-organisms-how-to-report>

**Nominated person**

Signed by

Date

Name of Signatory:

**Woolston Preschool manager**

Name Gemma Woodward

Date

Signature