

Bramfield Stepping Stones Pre-School

COVID 19 Running the Setting Policy

Measures in Place and Key Points

- Staff will be aware of all protocols and policies in place including:
 - Attendance and group size
 - Drop off and collection
 - Sick child/staff member and Confirmed Case
 - Cleaning the setting after a suspected or confirmed case
 - Infection protection and control
 - Personal protective equipment
 - Daily cleaning schedule
- Supervisors will attempt to ensure that children are in the same small groups at all times each day, and different groups are not mixed during the day, or on subsequent days
- Staff (other than those who live together), will be asked to maintain the 2m social distance rule to avoid adult to adult transmission.
- Transport – we would encourage parents and children to walk or cycle to pre-school where possible, alternatively come by car. Try to avoid the use of public transport.
- If your child has coronavirus symptoms, or there is someone in their household who does, they should not attend the setting under any circumstances. All children attending the setting, and members of their household, will have access to a test if they display symptoms of coronavirus and we would advise families to get tested in this scenario.
- All staff who have coronavirus symptoms, or who have someone in their household who does, will not attend the setting in any circumstances. Staff understand that if they develop coronavirus symptoms, they are entitled to a test, and are encouraged to organise one in this scenario following government guidance on getting tested.
- On arrival at school, staff will ask parents to confirm their emergency contact details.

Infection Control

- Staff will be asked to wash their hands before leaving home for the pre-school and on arrival at pre-school and will continue to wash them regularly throughout the day.
- On arrival at Pre-school, staff will ask parents/carers daily if their child and everyone in the household is well and to confirm that their child or anyone in the household is not showing any signs of coronavirus, (high temperature >37.8, new persistent cough, loss/change in smell/taste).
- Staff will follow the daily cleaning schedule and conduct a thorough clean of the setting at the end of the day.
- The COVID-19: cleaning of non-healthcare settings guidance will be followed.
- Sufficient handwashing facilities are available. Where a sink is not nearby, hand sanitiser will be provided.
- Staff will clean surfaces that children are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, more regularly than normal – see daily cleaning schedule.
- Bins for tissues will be emptied throughout the day

- Staff will be asked to adopt a 'bare below the elbow' rule, including no jewellery, watches, long sleeves and in addition for fingernails to be kept short to facilitate the most effective hand hygiene.
- All staff and children will be required to:
 1. frequently wash their hands with soap and water for 20 seconds and dry thoroughly, using paper towel
 2. clean their hands on arrival at the setting, before and after eating, and after sneezing or coughing
 3. avoid touching their mouth, eyes and nose
 4. use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it')
- Staff members will ensure that help is available for children and young people who have trouble cleaning their hands independently
- Staff members will consider how to encourage young children to learn and practise these habits through games, songs, and repetition
- The main pre-school room will be well ventilated using natural ventilation
- Staff and children will be requested to launder their clothes daily after attending pre-school and attend pre-school in freshly laundered clothes.

Equipment & resources

- Staff will consider new approaches that will need to be taken to minimise the sharing of resources, for example for painting, sticking, cutting and outdoor construction activities, which will be thoroughly cleaned before and after use.
- Shared materials and surfaces will be cleaned and disinfected more frequently
- Malleable resources, such as play dough, should not be shared.
- In preparation for the opening of pre-school, staff will have removed unnecessary items from the setting and removed soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts)

Food

- Lunches – all children attending school will need to be provided with a packed lunch until informed otherwise. During lunch time, all children will eat together, the children will be spaced as far as possible around an enlarged lunch table to avoid any hand-mouth-hand interaction with other children whilst eating.
- Snack time
 1. Children will be invited up to snack time individually or in 2's, to allow spacing at the table, or.....
 2. Children will eat snack all together at an enlarged table area to avoid any hand-mouth-hand interaction with other children whilst eating.

The option decided upon will depend on the number of children in the pre-school at the time and which ever option is best to allow an opportunity for staff members to clean equipment around the children.

Outside space

(Garden and Castle Meadow):

- Staff and children will use outside space for exercise and breaks
- Staff and children will use outside space for outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff
- Staff will limit outdoor toys to those that can be cleaned daily and after use
- Public health advice is that, as sand pits cannot be thoroughly cleaned between uses, they should not be used at this time.
- Staff will clean all outdoor equipment after use

This policy was reviewed by	Bramfield Stepping Stones Pre School
On (dd/mm/yyyy)	28/05/2020
Date to be reviewed by	28/05/2021
Signed on behalf of the provider	
Name of signatory	Rebecca Hitcham
Role of signatory (e.g Chair, Director, owner)	Treasurer
Signed by setting Supervisor	
Signed by Deputy Supervisor	