**Burghclere Pre School COVID 19 Policy**

**1.38**

**Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment, Health**

 **Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.  The provider must promote the good health of children attending the setting.**

 **Policy statement**

The health and safety of the children attending our setting, our staff, and the families of staff and children are of paramount importance, along with the safety of the wider community.  Children’s emotional wellbeing is of equal importance and will be supported as skilfully as possible within the necessary restrictions that need to be implemented.

These procedures are written in line with guidance from UK Government*;* <https://www.gov.uk/coronavirus> the manager is responsible for ensuring all staff understand and follow these procedures, and for updating procedures as guidance may change.  The policy is additional to our general policies and should be viewed in partnership with them.  Some necessary measures may supersede our existing policies temporarily.  Where permanent changes are adopted, existing policies will be updated.

**Risk Assessment**

Our risk assessment process will be published on our website and sent to parents via email with regular updates.

**Procedures**

* Staff, parents and children must follow all necessary guidance, both at home and in preschool. This guidance may change; parents and staff must ensure that they keep updated and follow national guidance and strategies in relation to COVID 19 at all times.

 Indoor and outdoor environment

 The outdoor area will be fully utilised. Free flow play will be continuing so that children can enjoy it at their leisure.

Infection controls – symptoms

* Children should NOT be given analgesia such as Calpol, or other ibuprofen/paracetamol products before attending preschool as this could mask symptoms of COVID.  The preschool reserves the right to refuse admission to children if this is not adhered to.
* Temperatures of staff and children will to be taken on arrival at preschool.
* If a diagnosis of Covid is confirmed all necessary bodies will be informed, including Public Health England and in the case of staff contracting the virus, Riddor.

Covid-19 Testing

* Following government guidelines Lateral Flow tests are carried out as and when required by all staff members. If a positive test result is returned the staff member needs to make an executive decision if they feel well enough to attend pre-school. (as in previous policy sick pay is paid in accordance to government guidelines)

Infection controls – other household members

* Staff MUST declare if they have a member of their household displaying signs of COVID-19 and may come into preschool.
* Parents MUST declare if they have a member of their family displaying signs of COVID-19 and may come into preschool.

 Social Distancing – Visitors

* Children and staff will be the only persons to enter inside the preschool area of the building during operating hours.  No other visitors will be permitted unless absolutely necessary and by arrangement with setting manager.
* Anyone using main doors to the building e.g. hall committee members, will inform preschool manager of time and date of entry.

Social distancing – staff

* Staff members will observe practice and give reminders and support to ensure that social distancing is adhered to as much as practicable.

 Hygiene controls – hand washing

* Staff and children will wash their hands on arrival to the premises, and often throughout the day and before they leave the preschool.
* Ample supplies of soap and paper towels will be provided and children supervised to ensure this is done safely.
* Additional hand sanitiser stations will be set up in the preschool room and for hand sanitising.

Infection controls – resources

* The resources offered will be limited to those that are not considered an infection risk.
* Outdoor resources such as the slide, mud kitchen, bikes etc. will be wiped down between each child’s use.
* Equipment inside e.g. counter tops will be frequently wiped throughout the day, and at the beginning and end of each day.

 Infection controls – cleaning

* Staff will conduct rigorous and thorough cleaning before children arrive at preschool, throughout the day and at the end of the day.
* Parents will be asked to provide all wet weather clothing for their own child. Soiled clothing will be bagged and returned to the child’s parent for washing.

Infection controls – lunches

* Lunch boxes MUST be clearly named, placed in the child’s individual tray.
* Water bottles MUST be supplied (containing water/squash) and clearly named.
* Parents are asked to clean lunch boxes and water bottles thoroughly before coming to preschool and again once home.
* Parents are asked to supply their child’s lunch in containers that the child can independently manage, to minimise handling of the items by other people.
* Water bottles will be regularly offered to children.
* Infection controls – snacks
* Snacks will continue to be provided by the preschool.

Infection controls – payments

* We are reluctant to accept cash payments or donations. Parents are encouraged to make usual snack donations/fees by on-line banking.

 Infection controls – administering first aid

* Any necessary first aid will be carried out by all staff that are first aid trained.  Staff will use PPE
* All notifications of accidents/ incidents and first aid will be written down as normal.
* Major accidents/incidents will be dealt with in the usual way using PPE.

 Infection control – physical intervention

* Staff can still use physical intervention to take an unsettled child on arrival to preschool however measures will be taken to try and encourage the child to enter preschool voluntarily.

Infection control – clothing and sun screen

* Children are required to wear clean clothing every day.  Children will need their own weather wear on days this is necessary eg. waterproofs, sunhats etc. and will need to have a ‘once a day’ sun screen applied before attending preschool.

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| This policy was adopted at a meeting of | Burghclere Pre-School |  |
| Held on | 25th April 2022 | (date) |
| Date to be reviewed | April 2023 | (date) |
| Signed on behalf of the management committee | Hayley |
| Name of signatory | Hayley Lynch |
| Role of signatory (e.g. chair/owner) | Manager |