

# Little Avenues Preschool Covid-19 Policy and Procedures And Contingency Plan

On 1 April, the government moved into a new phase of its Covid-19 response: 'living with Covid'.

This policy has been prepared in accordance with Government Guidelines as detailed below

Emergency planning and response for education, childcare, and children's social care settings:

<https://www.gov.uk/government/publications/emergency-planning-and-response-for-education-childcare-and-childrens-social-care-settings>

People with symptoms of a respiratory infection including COVID-19:

<https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19>

Living safely with respiratory infections, including COVID-19:

<https://www.gov.uk/guidance/living-safely-with-respiratory-infections-including-covid-19>

Good estate management for schools: <https://www.gov.uk/guidance/good-estate-management-for-schools/health-and-safety>

This policy applies to all Little Avenues Preschool staff, children and families. This is a working document and updates will be added as guidance is updated.

In addition to this policy a risk assessment specific to the Covid-19 outbreak must be completed. The Health and Safety officer is responsible for completing the risk assessment and ensuring all staff are aware of and fully understand its content.

In this Policy the terms 'Coronavirus' and 'COVID-19' are used interchangeably.

This policy was adopted by Little Avenues Preschool 28th September 2020

This Policy was Updated by Little Avenues Preschool 2<sup>nd</sup> December 2020

This policy was updated by Little Avenues Preschool 19<sup>th</sup> January 2021

This policy was updated by Little Avenues Preschool 14<sup>th</sup> May 2021

This policy was updated by Little Avenues Preschool 2<sup>nd</sup> September 2021

This policy was updated by Little Avenues preschool 19<sup>th</sup> April 2022

Manager's signature \_\_\_\_\_ Date \_\_\_\_\_

Health and Safety Officer \_\_\_\_\_ Date: \_\_\_\_\_

# Infection prevention and control

This policy outlines how we will deliver safe, face-to-face, high-quality education and childcare to all children and reduce the risk of transmission of COVID-19 in the preschool.

## **Risk Assessment**

We will continue to complete a Covid-19 Risk Assessment addressing the risks associated with COVID-19 ensuring best endeavours are in place to control risks for children, staff and visitors and reflecting local COVID-19 situation. The Risk Assessment is undertaken to identify the measures needed to reduce the risks from coronavirus (COVID-19) so far as is reasonably practicable and make the preschool COVID-secure. The risk assessment must be monitored, and the preventive and protective measures must be regularly reviewed, to ensure the measures are working, and taking action to address any shortfalls. The risk assessment is shared with all staff.

## **Supporting people who may be at increased risk from COVID-19**

Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. If people with possible risk factors are concerned, we will discuss their concerns and explain the measures the preschool has putting in place to reduce risks. We will as far as practically possible accommodate additional measures.

We will encourage and support all staff to get fully vaccinated.

## **Face coverings**

Face coverings are no longer be recommended for staff. We will encourage visitors to continue wearing face coverings (unless exempt) when inside preschool building.

## **Symptoms of COVID-19**

Most people with COVID-19 will have a relatively mild illness, especially if they have been vaccinated.

Symptoms of COVID-19, flu and common respiratory infections include:

- continuous cough
- high temperature, fever or chills
- loss of, or change in, your normal sense of taste or smell
- shortness of breath
- unexplained tiredness, lack of energy
- muscle aches or pains that are not due to exercise
- not wanting to eat or not feeling hungry
- headache that is unusual or longer lasting than usual
- sore throat, stuffy or runny nose
- diarrhoea, feeling sick or being sick

## **Control measures**

Using our risk assessment, we will have control measures that addresses the risk identified.

We will:

1. Ensure good hygiene for everyone.

2. Maintain appropriate cleaning regimes, using standard products such as detergents.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

## **1. Ensure good hygiene for everyone**

### **Hand hygiene**

Frequent and thorough hand cleaning is now regular practice. This can be done with soap and water or hand sanitiser.

Children and staff must wash their hands regularly throughout the day, including:

- when they arrive and leave preschool
- before and after eating
- after using bathroom

Children will be supervised when using hand sanitiser, given risks around ingestion.

Small children and those with complex needs will be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative

These routines will be built into preschool culture and helping ensure the children understand the need to follow them.

### **Respiratory hygiene**

We continue to promote the 'catch it, bin it, kill it' approach.

Enough tissues and bins are available in the preschool to support children and staff to implement this routine.

Children are helped to follow this routine and helped to understand that this is an important and important routine.

### **Use of personal protective equipment (PPE)**

Staff will not require PPE beyond what they would normally need for their work i.e. Disposable gloves and aprons will be worn by all staff whilst changing children's nappies and children's personal care.

PPE is to be worn by staff when in close contact with a child displaying symptoms of COVID-19.

## **2. Maintain appropriate cleaning regimes, using standard products such as detergents**

We have in place and maintain an appropriate cleaning schedule.

Regular cleaning using antibacterial spray, soapy hot water or normal household detergent. Cloths should be thoroughly rinsed after cleaning and disposed of at end of session.

Regular cleaning of areas and equipment with a particular focus on frequently touched surfaces at beginning and end of day with additional cleaning especially of bathrooms as required.

Toys and equipment will be regularly cleaned. Soft toys and resources will be regularly washed in washing machine.

Tea towels and other laundry to be placed in plastic bag and washed in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely.

### **3. Keep occupied spaces well ventilated**

When the preschool is in operation, we will ensure that it is well ventilated, and a comfortable environment is maintained.

We will achieve this:

- natural ventilation – opening windows and doors, when it is safe to do so. In colder weather windows should be opened just enough to provide constant background ventilation and periodically opened more fully when it is safe to do so to purge the air in the space
- Encouraging outdoor play and activities as much as possible

To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:

- opening high level windows in preference to low level to reduce draughts
- increasing the ventilation while spaces are unoccupied
- re-arranging furniture where possible to avoid direct draughts
- Using the butchers curtain on doors and ensuring this is thoroughly cleaned as part of the cleaning regime and removed at end of day

Heating should be used as necessary to ensure comfort levels are maintained, particularly in occupied spaces.

### **4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19**

If a staff member has symptoms of a respiratory infection, such as COVID-19, and have a high temperature or do not feel well enough to go to work or carry out normal activities, they should try to stay at home and avoid contact with other people, until you no longer have a high temperature or until you no longer feel unwell.

Children with mild symptoms such as a runny nose, sore throat, or slight cough, who are otherwise well, can continue to attend preschool.

Children who are unwell and have a high temperature should stay at home and avoid contact with other people, where they can. They can come back to preschool, and resume normal activities when they no longer have a high temperature and they are well enough to attend.

If a staff member has a positive COVID-19 test result they should stay at home and avoid contact with other people for 5 days after the day you took your test.

If a child has a positive COVID-19 test result they should try to stay at home and avoid contact with other people for 3 days after the day they took the test. After 3 days, if they feel well and do not have a high temperature they can return to preschool.

Staff and children who live with someone who has a positive COVID-19 test result should continue to attend as normal.

As a setting we no longer are required to contact close contacts of a positive COVID-19 case.

As a setting we no longer need to report COVID-19 cases to OFSTED.

## **Safeguarding and welfare**

### **Child Protection Policy**

To reflect changes during coronavirus outbreak, a COVID-19 Appendix has been added to the Child Protection Policy and regularly reviewed.

### **Keeping Children Safe On Line**

To support keeping children safe on-line during a coronavirus outbreak, the preschool on-line safety policy will be regularly reviewed, and on-line safety advice will be regularly shared with parents in newsletters.

### **Supporting Children's Mental Health and Wellbeing**

We understand that staying at home for a prolonged period and the change of routine may have caused difficulties for some children, such as changes in behaviour or mood.

We will consider the mental health, pastoral or wider wellbeing support children may need, including with bereavement, and how to support them to transition into the preschool after a long period of absence.

Staff will be supported to identify and support vulnerable children and parents and carers that return to the preschool, and be vigilant to actively look for signs of harm and abuse. For example, by sign posting them to appropriate local services such as mental health, domestic abuse or substance abuse services.

We will work to meet the needs of vulnerable children and work with local authority and other professionals to support these children and families.

### **Supporting Children with SEND**

We understand that children with SEND will need particular care and support when return to preschool. Our SENCO will support children and their families so they settle into preschool and their needs are met.

We will be alert to the fact that there may be children with additional or worsened social, emotional and mental health needs as a result of coronavirus (COVID-19), and that there may also be children who have fallen further behind their peers as a result of time out of preschool, or missed diagnosis as a result of a period of absence.

## **Emergency Plan**

The Contingency Plan outlines what we will do if children or staff test positive for COVID-19, and how we will operate if you were advised to take extra measures to help break chains of transmission.

## When

If the number of positive cases substantially increases within preschool, this could indicate transmission is happening in the setting and we will seek public health advice from the DfE incident support helpline:

Phone: 0800 046 8687

Email: [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

Opening hours: 8am to 6pm (Monday to Friday)

We will seek public health advice if child or staff member is admitted to hospital with COVID-19 (DfE helpline 0800 046 8687, option 1) Hospitalisation could indicate increased severity of illness or a new variant of concern.

## Actions to consider

If the above threshold is met to following actions will be put into place as required and advised by public health:

- Increase use of testing by staff
- Use of face mask masks in communal areas
- Review hygiene and ventilation measures already in place (i.e. enhanced cleaning and more ventilation and out door activities)
- Shielding can be considered for individuals on the shielded patient list (SPL),
- Consider limiting parental visits, induction visits, open days and performances
- Attendance restrictions – this will on be considered as a short-term measure and last resort following advice from public health. Priority will be given to be given to vulnerable children and children of critical workers to attend as normal. Safeguarding and welfare of child not attending preschool will be supported as outlined above.