

Golborne and Maxilla Federated Nursery School

**Golborne and Maxilla COVID-19 Policy**

**Precautions, Practice & Procedures**

**This policy aligns with Covid 19 Risk Assessment**

The policy above will be monitored and evaluated following the policy cycle at

 Golborne Maxilla

Date of establishment: May 2020

Reviewed in September 2021/December 2022

Date of next Review: April 2022 or as and when information changes

Approved by Governors on: 25th May 2020

Signed on behalf of Golborne Maxilla Federated Nursery Schools:\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed on behalf of the Governing Body: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Golborne Maxilla Federated Nursery School COVID-19 Policy**

**Precautions, Practice & Procedures**

This Policy outlines the Golborne Maxilla response in relation to the Corona Virus Pandemic 2020-21. It follows to the best of our ability guidelines set out by the UK Government and the Department of Education.

* These procedures and measures will be subject to change due to updated advice and guidance from the government and relevant medical and educational authorities.
* The school will remain open unless directed to close by the Government or Local Authority.

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision>

**What is Covid-19 / Coronavirus?**

The World Health Organisation gives the following overview:

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus.

Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment.  Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol-based rub frequently and not touching your face.

The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it’s important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).

[www.who.int/health-topics/coronavirus](http://www.who.int/health-topics/coronavirus)

Check the NHS website if you think you or your child may have symptoms or view the information at the end of this document: <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms-and-what-to-do/>

**How to stop infection spreading**

There are things you can do to help reduce the risk of you and anyone you live with getting ill with coronavirus.

**Do**

* wash your hands with soap and water often – do this for at least 20 seconds
* use hand sanitiser gel if soap and water are not available
* wash your hands as soon as you get home
* cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
* put used tissues in the bin immediately and wash your hands afterwards

**Don't**

* do not touch your eyes, nose or mouth if your hands are not clean

**What the School Will Do**

* The children’s safety and wellbeing is our main priority as a staff team and all appropriate measures will be taken to support this.
* Any staff experiencing symptoms will self-isolate for at least 10 days.
* Use the test booking portal system to book COVID 19 Tests for staff with suspected cases.

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

* Close contacts will now be identified via NHS Test and Trace and education and childcare settings will no longer be expected to undertake contact tracing.

Indication for when to seek public health advice if they are concerned.

For most education and childcare settings, whichever of these thresholds is reached first:

 5 children, pupils, students or staff, who are likely to have mixed closely, test

positive for COVID-19 within a 10-day period; or 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period

Public Health: CHSCovid19Coordination@rbkc.gov.uk

* Staff will wash hands on arrival at nursery and frequently through the day.
* Staff will clean surfaces such as taps and door handles with an antibacterial spray. (more frequently as required)
* Staff will be provided with PPE for use in school. Masks, gloves and aprons will be worn for supporting all children in their self-care and at snack and lunchtimes

**See document: PPE provision in schools during Covid-19 isolation phase activity**

* All toys will be frequently cleaned using an antibacterial spray.
* Stay & Play Sessions and other Community Programme activities will be reinstated in September 2021
* Events such as Induction sessions and settling new children will be hosted in nursery
* Art Therapy will commence at a suitable time, when all new children have settled and LCAT risk assessment has been reviewed
* Yoga will continue normally for the Autumn Term, and will now be delivered on site. This will be monitored closely
* Football Coaching will commence subject to appropriate risk assessment from Football coach
* Speech and Language session will commence 3rd week in September 2021
* Drop off and Collection procedures will be reinstated in September 2021
* Paediatric First Aid requirements will be met at all times (See Appendix 1)
* The school will keep up to date with advice and directions from appropriate bodies and will amend practise and procedures accordingly.

**What Parents Will Do**

* Parents will not bring children to school if they or someone in their household is unwell or experiencing symptoms of Corona Virus.
* Children and families will access testing if they have suspected symptoms and will follow procedures accordingly if diagnosed with COVID 19.
* Parents will inform school immediately of any confirmed cases of Corona Virus
* Provide their child with a named water bottle each day
* Ensure all children’s belongings are clearly labelled with their names and that all children have sufficient spare clothing
* Parents will be encouraged to arrive 5 mins before their scheduled drop off time
* Parents will be encouraged not to congregate outside nursery

**What Children Will Do**

Children will be supported to stay as safe at school as possible.

* Any children experiencing symptoms will be sent home. Parents will be asked to phone their GP. Children who are aged under 5 years old who are identified as close contacts will only be advised to take a PCR test if the positive case is in their own household.
* Where possible children’s bags containing spare clothes etc. should be waterproof and easy to wipe down.
* Children will thoroughly wash hands on arrival at Nursery before playing or touching any toys.
* Children will wash hands regularly throughout the day, especially before eating; and after playing outside
* Children will step into disinfectant tray to clean their shoes on arrival to nursery
* If a child becomes unwell with suspected Corona Virus they will be isolated in the parents’ room with a familiar adult until they can be collected. The door must be closed and the windows open. This room will then be professionally cleaned before further use.
* Regular sessions with a focus on hygiene, handwashing and spread of germs will take place to support children’s understanding. Songs games and stories will be used to support this.
* Drink only from their own named water bottle, milk carton or their own water bottle at lunchtime.

 (See also our Supporting Children who are Sick, Health and Safety Policy and Covid 19 Risk Assessment)

**Procedures for September 2021**

School procedure:

* The school will send all parents reviewed and updated Covid Risk Assessment and Covid 19 Policy prior to September.
* New Parents have been sent their times and dates for Induction sessions which will commence on Wednesday 2nd September.
* These sessions will be hosted outdoors when possible
* Settling in days have moved to Tuesdays for this term and parents will be allowed to stay with their child based in the outdoor area for their first morning.

**Drop Off & Collection Procedures**

**On Arrival:**

* When arriving at Nursery. The access is from Bevington.Road. Markings on the pavement will support this process, please do not gather in the school entrance way. Purple Room children will enter through the side garden gate of purple room.
* Children will be admitted to school 1 at a time.

**Morning Arrival**

* Children will be able to start their day from 9.15amto 9.30 am. Arrivals after this time will be marked as late.
* On arrival your child’s will step into disinfectant low tray to clean
* They will then be supported by a staff member to hang up their things and to wash their hands before signing in.
* (Breakfast Club will continue to run as normal. Parents will ring main office doorbell and then purple room staff will be notified via walkie talkie to collect your child from the side gate)

**Collection**

**Afternoon Collection**

* For Purple Room children collection time will be 3.15.
* After school Club will be usual collection time of 4.30
* School children will be collected as outlined in story group individual guidelines
* Parents are asked to wait and children will be sent out to them one by one. Please stand at the nursery entrance or garden gate and your child will be led out of the main classroom door to you.
* Children will use the toilet and wash their hands before leaving.

**To support transitions in these unusual circumstances please help us to keep the school entrance as clear as possible by not leaving buggies and pushchairs outside.**

**NHS Advice:**

**Self-isolation if you have symptoms**-Coronavirus (COVID-19)

**Self-isolation helps stop coronavirus spreading**

Do not leave your home if you have symptoms of coronavirus (COVID-19)

Self-isolate if:

* you have any [symptoms of coronavirus](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/) (a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste)
* you've tested positive for coronavirus – this means you have coronavirus
* Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of a positive COVID-19 case and any of the following apply:
* • they are fully vaccinated.
* • they are below the age of 18 years 6 months
* they have taken part in or are currently part of an approved COVID-19 vaccine trial they are not able to get vaccinated for medical reasons
* [you're told by NHS Test and Trace that you've been in contact with a person with coronavirus](https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/)

## How to self-isolate

You must not leave your home if you're self-isolating.

### Don't

* do not go to work, school or public places – work from home if you can
* do not go on public transport or use taxis
* do not go out to get food and medicine – order it online or by phone, or ask someone to bring it to your home
* do not have visitors in your home, including friends and family – except for people providing essential care
* do not go out to exercise – exercise at home or in your garden, if you have one

## Get a test if you have symptoms

If you have symptoms, get a test to check if you have coronavirus as soon as possible.

The test needs to be done in the first 5 days of having symptoms.

They do not need to self-isolate unless they're contacted by the NHS Test and Trace service.

## How long to self-isolate

If you have symptoms or have tested positive for coronavirus, you'll usually need to self-isolate for at least 10 days.

Read more about [how long to self-isolate](https://www.nhs.uk/conditions/coronavirus-covid-19-old2/what-to-do-if-you-or-someone-you-live-with-has-coronavirus-symptoms/how-long-to-self-isolate/).

**Coronavirus in children**-Coronavirus (COVID-19)

Children can get coronavirus (COVID-19), but they seem to get it less often than adults and it's usually less serious.

**What to do if your child has symptoms of coronavirus**

The symptoms of coronavirus are:

* a high temperature
* a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours
* changes to your sense of smell or taste

Call 111 If your child has these symptoms.

**What to do if your child seems very unwell**

Children and babies will still get illnesses that can make them very unwell quickly. It's important to get medical help if you need it.

**Urgent advice:Call 111 or your GP surgery if your child:**

* is under 3 months old and has a temperature of 38C or higher, or you think they have a fever
* is 3 to 6 months old and has a temperature of 39C or higher, or you think they have a fever
* has other signs of illness, such as a rash, as well as a high temperature (fever)
* has a high temperature that's lasted for 5 days or more
* does not want to eat, or is not their usual self and you're worried
* has a high temperature that does not come down with paracetamol
* is dehydrated – for example, nappies are not very wet, sunken eyes, and no tears when they're crying

**Immediate action required:Call 999 if your child:**

* has a stiff neck
* has a rash that does not fade when you press a glass against it [(use the "glass test" from Meningitis Now)](https://www.meningitisnow.org/meningitis-explained/signs-and-symptoms/glass-test/?gclid=CJWh-aLL8s0CFcE_GwodT4ALcg)
* is bothered by light
* has a seizure or fit for the first time (they cannot stop shaking)
* has unusually cold hands and feet
* has pale, blotchy, blue or grey skin
* has a weak, high-pitched cry that's not like their usual cry
* is drowsy and hard to wake
* is extremely agitated (does not stop crying) or is confused
* finds it hard to breathe and sucks their stomach in under their ribs
* has a soft spot on their head that curves outwards
* is not responding like they usually do, or not interested in feeding or usual activities

**Appendix 1: Paediatric First Aid**

The changes: The requirement for at least one person who has a full paediatric first aid (PFA) certificate to be on the premises at all times when children are present remains in place where there are children below the age of 24 months. Paragraph 3.25 and Annex A of the EYFS set out more detail. However, if children are aged 2-5 within a setting, providers must use their ‘best endeavours’ to ensure one person with a full PFA certificate is on-site when children are present. If after using best endeavours they are still unable to secure a member of staff with full PFA to be on site then they must carry out a written risk assessment and ensure that someone with a current First Aid at Work or emergency PFA certification is on site at all times children are on premises.

‘Best endeavours’ means to identify and take all the steps possible within your power, which could, if successful, ensure there is a paediatric first aider on site when a setting is open, as per the usual EYFS requirement on PFA.

Please note this does not apply for childminders as they must already have a full PFA certificate.

New entrants (levels 2 and 3) will not need to hold a Paediatric First Aid (PFA) certificate within their first 3 months in order to be counted in staff: child ratios, during the COVID-19 outbreak.

Additionally, if PFA certificate requalification training is prevented for reasons associated directly with COVID-19, or by complying with related government advice, the validity of current certificates can be extended by up to 3 months. This applies to certificates expiring on or after 16 March 2020.

Providers remain responsible for ensuring all children in their care are kept safe at all times.

**What this means in practice**:

For providers with children below the age of 24 months in their care, the requirements around PFA remain the same as in the current EYFS framework, with the exception that during the COVID-19 outbreak new entrants do not need to have a PFA certificate to be counted in ratios. This is in recognition of the greater risk factors for babies and young children in this age bracket, including choking risks and different cardiopulmonary resuscitation (CPR) procedures for those aged 0-1 as set out by the NHS.

For providers who have children aged 2-5 in their care they must use ‘best endeavours’ to have one person with full PFA, as set out in the EYFS, onsite. By best endeavours we mean providers must be able to demonstrate they have identified and taken all the steps possible to appoint a suitable person. This should include liaising with their local authority to find a suitable person, this could include identifying and looking to appoint:

a person with a PFA certificate and Disclosure and Barring Service (DBS) check from a local provider who has closed; or

a registered local childminder with a PFA certificate and DBS check who is approved to work on non-domestic premises

Looking to secure full PFA training for staff that includes the specific risk factors and techniques required for the care of young children including but not limited to choking, seizures, and issues related to sleeping. Annex A of the EYFS statutory framework sets out the criteria for effective PFA training.

After these actions have been carried out and if it is still not possible for someone with a full PFA certificate to be on site at all times children are present, providers must undertake the following actions in order to remain open:

Carry out a **written risk assessment** to consider and mitigate the likely occurrence of a serious incident.

Ensure at least one person with a current First Aid at Work or emergency PFA certification is on site at all times children are on premises and must accompany children on outings. Paragraph 3.65 in the EYFS continues to apply and outings should only be undertaken if it is safe to do so. Providers must take account of any Govt advice in relation to the COVID-19 outbreak.

The written risk assessment should take into account all relevant factors with the aim of enabling the setting to ensure they can provide the safe care needed by children of critical workers and vulnerable children during COVID-19 outbreak, including:

The number of children on the premises

The staff to child ratios

The types of activities undertaken with the children on the premises

The likely need for first aid based on the needs of the children attending the premises

First aider knowledge among staff on the premises: and

The mitigations available to reduce the risk of such an incident

Providers will need to keep the written risk assessment available in the setting throughout the COVID-19 breakout. This does not need to be sent anywhere but must be available on request.

Providers could help members of staff who have a First Aid at Work or emergency PFA certificate to help bridge the gap between their current qualification and full PFA by looking to secure online training to cover elements required for the care of young children.

HSE provides guidance on choosing a first aid training provider.

As set out in HSE guidance, any training in relation to paediatric CPR and choking should be in line with the Resuscitation Council’s guidance and NHS England guidance

**Please note:**

1. Any person, staff or pupil, showing any symptoms of Coronavirus, Close contacts will now be identified via NHS Test and Trace and education and childcare settings will no longer be expected to undertake contact tracing. Indication for when to seek public health advice if they are concerned.

For most education and childcare settings, whichever of these thresholds is reached first:

5children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period or with household members showing symptoms, should stay at home

Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of a positive COVID-19 case and any of the following apply:

• they are fully vaccinated.

 • they are below the age of 18 years 6 months

 they have taken part in or are currently part of an approved COVID-19 vaccine trial they are not able to get vaccinated for medical reasons

1. PPE is for the protection of the wearer and should only be used as a last resort. You should also avoid touching your own face before handwashing. **If you believe that PPE is required for an activity not in this guidance, based on your risk assessment, please share this with Corporate Health & Safety (details below) for review.**
2. If providing care involves Aerosol Generating Procedures (AGP) then please consult the relevant [government PPE guidance separately](https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/covid-19-personal-protective-equipment-ppe). AGPs are specialist care such as suction, ventilation and oxygen. If you are unsure, please consult section 8.1 of the government’s PPE guidance.
3. PHE guidance does not recommend any need for PPE for essential staff coming into work locations but not interacting with public/residents.
4. This advice is for PPE specifically to protect against Coronavirus. Activities might require PPE to protect against other risks, and this PPE must also be used. Eye/face protection is only required where splashing might occur. If you are in doubt about the need for PPE, talk to your manager.
5. PPE should not be re-used, however, should supplies of PPE run low, please be aware that some items of PPE can be reused in line with the [government’s guidance](https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/managing-shortages-in-personal-protective-equipment-ppe) if absolutely necessary.
6. PPE to be obtained through each school’s usual supply routes. If schools experience any difficulties in ordering PPE, please contact: CHSCovid19Coordination@rbkc.gov.uk

For support or advice please contact Corporatehealthandsafety@westminster.gov.uk in Westminster and in RBKC please speak to CorporateHealthandSafety@rbkc.gov.uk so that the team can provide advice.

**Putting on and Removing PPE**

It is also important that any PPE equipment is put on and removed safely so that staff so not contaminate themselves.  There is a specific order in which this should be done detailed below:

|  |  |
| --- | --- |
| **Putting on** (donning)  * 1. Apron
	2. Fluid resistant mask
	3. Eye/face protection (only to be worn if there’s a risk of splashing)
	4. Gloves
 | **Removal** (doffing)* + Gloves
	+ Apron
	+ Eye/face protection (only to be worn if there’s a risk of splashing)
	+ Fluid resistant mask
 |

A [Public Health England COVID-19: Removal and disposal of Personal Protective Equipment (PPE) video](https://www.youtube.com/watch?v=oUo5O1JmLH0) is also available.