



Date – 27th June 2020

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To be reviewed – 31st July 2020

Covid-19 Pandemic Policy and Procedures

Derby Forest School CIC takes the health of children, parents and staff with the utmost seriousness and will follow the guidelines issued by Public Health England and the Department of Education at all times. This policy is in addition to our other policies and procedures which continue to apply and are available to view at <https://www.derbyforestschool.com/information-pack>

We will only open our sessions when it is considered safe to do so. Childcare is considered an essential service so we will initially reopen our Nature Nursery followed by our holiday club. Other services will not run until government guidelines allow.

Nature Nursery & Holiday club

It is now widely recognised that being outdoors is the healthiest place to be during the pandemic as droplets carrying the Covid-19 virus are dispersed into the air and have less surfaces to land on. There is also research that acknowledges the positive impact of sunlight on the virus. We will take as many steps as possible to ensure that we make best use of our environment to prevent the virus spreading within our setting. These will include:

- Aiming to be outdoors 100% of the time, we will use tarps / tents for shelter and only use the roundhouse for children who need to nap or in extreme weather if it is considered necessary for health and safety or children's wellbeing.
- Ensuring adequate handwashing facilities – additional hand wash stations will be added to encourage regularity
- Teaching children effective handwashing techniques and supervising these throughout the day
- Playing games and planning activities that allow for natural social distancing; whilst we can't enforce social distancing, we can try to facilitate it in a gentle way
- Not adding toys and resources to nursery which may become the focus for all of the children at the same time.
- Maintaining social distancing rules between staff, parents and other adults – this will support children's learning in a natural way
- Staggering some drop off / pick up times to avoid overcrowding in the car park and unnecessary contact between adults
- Where several children are dropped off / picked up at the same time asking parents to stay with their car and away from others whilst their children are brought to them by a member of staff.
- Recommending that children only attend one setting wherever possible – parents should discuss with us if their child needs to attend another setting so we can assess whether this can be managed safely

We will ask parents to support us by:

- Remaining in the carpark at drop off / pick up and a staff member will collect / bring children to them
- Having packed lunches and water bottles packed separately to children's spare clothes bags; this will make it easier for children to manage them independently and ensure staff are not handling children's belongings more than necessary.
- Ensuring children have sun cream applied at home that will last for the full time they are at Nature Nursery; this will negate the need for staff to reapply it.

It is accepted by the Department of Education that social distancing is not appropriate or possible within Early Years settings or for younger primary aged children and therefore it is important that parents / carers and staff understand that this is not something that we will be applying. Younger children need the support of staff both physically and emotionally and it would be detrimental to their wellbeing to attempt to implement social distancing measures. For the same reasons staff will not be using Personal Protective Equipment (PPE) differently to that which would usually apply. The best way to minimise the risk of infection is to ensure that it does not enter the setting in the first place and that all attendees are healthy prior to attendance, therefore in addition to our existing sickness policy the following precautions will apply throughout the pandemic;

- No admittance to any person that is displaying symptoms of the virus; this includes children, staff, parents dropping off / picking up. Recognised symptoms are:
 - A new persistent cough
 - A temperature above 37.8
 - A loss or change to sense of taste & smell
- Children / staff not to attend if anyone in their household has symptoms
- Children not to attend if they have had temperature reducing medication prior to attendance such as paracetamol or ibuprofen
- Not giving medication within the setting apart from where it is needed to manage long term health conditions (E.g Asthma inhalers)
- Children / staff not to attend who have coughs or cold symptoms as this increases the chances of the virus being spread (It is possible to have a cold and Covid-19 at the same time)

Throughout the summer holidays we will be running two small "bubbles" with between 6-12 children in each. These will be staffed on either a 1:3 or 1:6 ratio depending on the ages of the children and in accordance with the statutory requirements of our Ofsted registration. Siblings will always be placed in the same bubble and bubbles will be led by separate staff. Children attending holiday club will be asked to book both days of the week to minimise the number of contacts both staff and children are having. Should anyone display symptoms we will take the following steps to minimise risk of infection:

- If a child becomes ill whilst in our care, they will immediately be isolated with a member of staff using PPE, our usual procedures will then apply regarding contacting parents
- If a child displays symptoms whilst outside the setting parents are asked to report this to the manager as soon as possible and to book a test by calling 119
- If the test is positive the government track and trace system will then be activated
- That bubble will then be closed and all parents / staff will be informed that there is a confirmed case of Covid-19 within the setting and that they must socially isolate for 14 days
- The second bubble will continue to run provided it can be staffed safely

We also reserve the right to close the setting if:

- Staff need to isolate and we do not have enough staff to maintain ratios and run safely
- Anyone in Roz's family has symptoms meaning that she will need to isolate and be unable to manage the setting
- We believe that it is necessary to close the setting in order to protect children / staff or to prevent the spread of the virus.

More information about the symptoms of Covid-19 and what to do is available at

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

Fees and funding

Nature Nursery

- 4 weeks' notice will be required for changes to contracted hours as normal
- In the event that we are forced to close again, no fees will be due and fees paid in advance will be credited to the next invoice. Parent can choose to make a voluntary payment of 20% if their circumstances allow.
- If children do not attend for any reason whilst the setting is open, for example due to sickness, holidays or a suspected case of the virus within their household fees will continue to be due.

Holiday Club

- If sessions are cancelled by us all fees will be refunded
- If children are unable to attend for any reason when we are open fees remain payable