

DOWNHAM PREPARATORY SCHOOL and MONTESSORI NURSERY
and DOWNHAM NURSERY

July 2020

CORONAVIRUS RISK ASSESSMENT and GUIDELINES
Nursery

Temperature and supervision of children who are unwell

Every child will have their temperature taken, using a no-touch thermometer, on arrival at school in the morning. In addition, any child displaying any symptoms of ill health during the day will have their temperature taken immediately. Children with a persistent dry cough or a temperature will be kept in isolation until a parent or carer comes to collect them. Staff supervising children who become unwell will wear PPE: gloves, aprons, face mask and a face shield to protect their eyes. If the child has a cough we will provide them with a disposable mask to wear until they are collected. Children who are unwell will be taken to the medical room and be supervised by a member of staff until they are collected. The medical room will then be thoroughly disinfected.

Handwashing

Children and staff are to wash their hands for **30** seconds (new guidelines; 20 seconds still leaves some germs) with soap and water and dry them with a paper towel. We are not using hot-air hand driers as these blow particles into the surrounding area. Before children eat their snack and lunch, they will be supervised whilst they also apply hand sanitiser.

Guidance on the general frequency of handwashing.

How often should staff and children wash their hands?

As soon as they arrive at school in the morning.

Immediately before eating their morning snack and lunch, and **after** eating, as their hands, could then be infected with saliva.

After using the lavatory.

After coughing or sneezing.

After touching any area that might be contaminated.

After playing outside.

After touching their faces

The chief Medical Officer has told us that the virus enters the body when we touch our faces, through the mouth, nose and EYES. To avoid children touching their faces, staff will follow these guidelines:

- 1) *Children and staff with long hair must wear it tied back.* (When hair falls across the face we automatically brush it away with our hands.)
- 2) It is recommended that people who wear contact lenses should use spectacles, if they have them, to avoid putting foreign bodies into their eyes and touching them.
- 3) If the children are not using their hands e.g. watching a film, listening to a story, they will be asked to put their hands in their laps and interlock their fingers to avoid them unconsciously touching their faces.
- 4) Children must not hold hands with other children or play games involving physical contact.
- 5) If a child sucks their finger, puts a finger up their nose or rubs their eyes, they must be sent to wash their hands immediately.
- 6) Staff must not wear rings, other than bands, as these could harbour germs and prevent safe hand washing.

Social Distancing in the school grounds

We have arranged different drop off and collection points, to allow parents to observe social distancing. Please maintain social distancing when you are waiting to collect your child.

Guidelines state that everyone, adults and children, should try to maintain a distance apart of 2 metres, where possible. Only one parent from each family is allowed on site. Please follow the signage for entering and leaving the school grounds.

Parents are not allowed into the school unless an appointment has been made. You will then be asked to wear a face mask, and apply hand sanitising gel on entering the building. We have been asked to remind parents that unless the children are in the same group/protective bubble you should not lift share.

When parents are arriving or leaving the school with their children, they should maintain a distance of 2 metres apart from each other and leave the premises as soon as possible. If your child travels to school in a taxi you must give the office the contact details of the taxi company so that we can contact them if we need to advise them of any infection at the school.

Government guidelines state that it is not advisable for children to attend more than one setting. If your child does attend another nursery or child minder you must give us their contact details and give our nursery details to them. We have to be able to inform them if there is any infection in our nursery and they must inform us if they have any cases in theirs.

Drop off

Nursery drop off from 8.30

The baby room entrance will be through the conservatory and baby garden. All other nursery children will enter through the FRONT black door to The Rectory, this will be signposted.

Collection

Nursery collection: morning session 11.30, afternoon session 3.30

The children from the baby room can be collected from the conservatory/baby garden which is in their play area.

All other nursery children are to be collected from the nursery main garden.

If you are collecting your child at 11.30 please ring the doorbell on the back door of The Rectory.

Parents are not allowed to enter the school to leave buggies. We have buggies of our own which will be kept disinfected.

Before and After School Care

We will be providing before and after school care, primary pupils will not join the nursery they will have separate rooms and staff.

When arriving for before school care please use the front black door to The Rectory.
When collecting from after school care please ring the doorbell on the black back door.

What to do if you or your child develops symptoms

If your child or anyone in your household develops symptoms, you must inform the school immediately and arrange a test. Please use the link for the Government 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' (<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>). They should get a test:

- If the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.
- If the test result is positive, they should inform their setting immediately and must isolate for at least 7 days from the outset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following 'stay at home' guidance for households with possible or confirmed coronavirus (COVID-19) infection.

Further guidance is available on testing and tracing for coronavirus (COVID-19) (<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing>).

Nursery Staff

Nursery staff have to touch the children in their care; to feed them, change nappies etc. The government has acknowledged that it is not possible to ensure that this age group maintain social distancing. However, staff must keep touch to a minimum, wash hands for 30 secs before and after touching a child. When changing nappies or dealing with children who have soiled themselves, staff will wear disposable gloves, aprons and a face shield to protect their eyes from splashes.

Cups and plates will be washed immediately after use in hot soapy water and milton.

At the end of the day, cups, plates and utensils will be put into Milton or a diluted bleach solution, left overnight and washed with hot soapy water before school the next morning. All soft toys, soft furnishing, dressing-up clothes and cuddly toys have been removed from the nursery. We have minimised the number of toys within the setting and ensured that the resources being used are wooden or plastic and can be easily wiped clean throughout the day.

Nursery children will be in small, manageable groups, (bubbles) and they will stay within their own group with their key worker. The groups will maintain a safe distance from other groups.

There is also designated, outdoor space for each group.

We are spending as much time as possible outdoors for both, learning and free play, as it is well documented that the risk of the virus spreading is greatly reduced in the open air.

Hot Lunches

We are intending to offer hot lunches from our own kitchen. We have requested a risk assessment and menus from the caterers and we will send them to you as soon as we receive them.

Keeping surfaces sterile

If a child coughs or sneezes onto a surface, a toy or a piece of equipment, the surface will be cleaned immediately. We have plenty of anti-bac spray but a solution of 1 part bleach to 10 parts water can also be used. This is just as good at killing germs as the anti-bac sprays. Keep all sprays out of the reach of children.

Lavatories

Staff are to check the children's lavatories and cloakrooms whenever possible and ensure all W.C.s have been properly flushed and that there is enough soap and paper towels. Toilets and cloakrooms are only to be used, at the same time, by children who are in the same bubble.

Pets' Corner

When visiting pet's corner children must use the hand sanitiser which is provided.

Visitors.

No parents or visitors are allowed to enter the school unless by prior appointment.

Cleaning

The cleaners will deep clean all the areas of the school that we have informed them that we are using: classrooms, door handles, lavatories, banisters etc, with anti-bacterial products. This will be done daily.

Tissues.

A supply of tissue will be kept in every room. If a child uses a tissue, they will be instructed to put it in the sealed bin. There will be a bin, with a bin liner in each room. This bin is not to be used for any other purpose.

Each room will also have a supply of anti-bacterial hand sanitiser and anti- bacterial cleaning spray, (with a disposable cloth.)

This policy was revised and re-written on 24/7/2020 in line with the new guidelines issued for full the opening of schools in September 2020

Policy up-dates

We are monitoring the advice from the Chief Medical Office and the Department of Education constantly throughout every day. If any new advice or guidelines are issued, we will send you an update immediately.