

# Acorns Community Preschool

## Guidance and Risk Assessment – Coronavirus



### Re-opening from 1<sup>st</sup> June 2020

**This Guidance and Risk assessment directly addresses risks associated with coronavirus (COVID 19) so that measures can be put in place to control those risks for children, families and staff. It is supported by our policies including our sickness and behaviour policies and follows Government Guidelines.**

## Acorns Guidance

### Social distancing statement –

Staff will need to maintain social distancing of 2 meters with other members of staff. Four members of staff will be allocated to a zone and one member of staff will support the zones by maintaining a high level of cleaning in the kitchen, toilet area and outdoor area.

We understand that young children cannot be expected to understand social distancing. However, it is important to reduce contact between children and adults, reducing transmission risk between staff and children as much as possible. This will be done by using zone areas for small consistent groups.

### Admissions and Group sizes

We understand that early years children cannot be expected to understand to remain 2 meters apart from each other and staff, however, it is of importance that we reduce contact between people (children and staff) as much as possible. This will be done by using:

**Outside space** has been split into four zone. It will be used at all times when possible (weather permitting) and children will rotate to use each area.

- resources/equipment will be cleaned before a group of children enter the zone and cleaned when children leave a zone.

**Inside Area** has been split into four zones. With effect from 1<sup>st</sup> June the maximum number of children per zone is 3 with the possibility of increasing to 4 children per zone depending on Government guidance.

Small groups of children with one key person will be allocated a zone. As far as possible:

- different groups will not mix during the day or in subsequent days.
- the same member of staff will be assigned to the same group
- the same children and key person will use the same zone within the setting during the day and subsequent days; play resources within the zone will be cleaned during and at the end of each day.
- All necessary items including all soft furnishing and soft toys have been stored
- The kitchen area will be accessed only by the support member of staff.
- Moving from the zones or areas will be done by moving one group at a time.

- Where possible, lunch will be eaten outside.

**Access to setting** – Entrance and exit to the setting will be at the main Gate. Specific areas, 2 meters apart, will be indicated at the entrance. Parents need to wait at the indicated points until called by a member of staff. No parents will be allowed to enter into the preschool setting.

- Children will be registered and their temperature taken and recorded. Personal items such as lunch bag and spare clothes will be put on a table for staff to take.

**Staggered Start / Finish Times** – To reduce the number of parents waiting with their children at any one time, we have introduced a staggered start/finish time. You will be advised of your drop off / collection time and it is important that you arrive promptly at the time advised. Again parents need to wait at the indicated points until called by a member of staff.

### Hygiene

- Toilet facilities will be used by one group at a time, after a group of children have used the facilities the area will be cleaned.
- Staff and Children will wash their hands regularly with soap for 20 seconds including on arrival, after using the toilet, before and after eating, and after coughing or sneezing
- Children will be encouraged to cough or sneeze into a tissue and bin it.
- Children will be encouraged to not touch their mouths, eyes and nose

**Health/ Sickness** – We will continue to follow our Health and Safety Policy. Children will not be able to attend preschool should they:

- Develop a new cough
- Have a runny nose
- Have a temperature
- Been ill and/or need Calpol

Should a child become ill or develop a temperature during the day parents will need to be available to collect their child within 15 minutes.

**Behaviour** – We will continue to follow our Behaviour Policy, however due to limited space and social distancing, should a child be upset or unable to cope with the limits in place, we will expect parent to be available to collect their child within **30 minutes**.

### Cleaning and Hygiene

- Handwashing facilities are maintained and cleaned regularly during the day and at the end of the day
- Ensure staff have hand sanitiser, surface cleaner and tissues available in their zone.
- Bins to be emptied throughout the day and at the end of each day
- When possible, windows will be opened for natural ventilation
- Doors leading outside will be kept open during the day
- Staff will have the opportunity to have clothes they have worn during the day washed overnight at the setting
- All resources will be cleaned during and at the end of each day.
- All outside resources/equipment will be cleaned before a group of children enter the zone and cleaned when children leave a zone.

- The kitchen area will be regularly cleaned and high level of cleaning for food utensils will be maintained.

### **Personal Protective Equipment PPE**

It is not a statutory requirement for staff to use PPE in education settings. However, we understand individual's concerns and have made available to staff:

Face visor

Gloves

Aprons

The usual PPE is to be used for intimate care ie apron, disposable gloves.

### **If a child becomes unwell**

Full PPE will be needed if a child becomes unwell with symptoms of coronavirus while in the setting and needs personal care until they can return home. Full PPE – face mask, disposable gloves, disposable apron and face shield, should be worn by the supervising member of staff. This will be available in each inside zone and at a central point outside.

### **Sickness in the Provision**

If anyone, staff or child, become unwell with symptoms of coronavirus whilst at the setting, they must go home. Whilst waiting to be picked up they should be moved away from others attending the setting. All PPE used to help a person who is unwell should be double bagged and held for 72 hours before putting in the general bin.

Anyone who has helped the person who became unwell does not need to go home unless they develop symptoms themselves. Hands should be washed thoroughly and the affected area cleaned. Follow the guidance in **Gov.UK COVID 19 cleaning in non-healthcare settings – 26 March 2020**

If testing is carried out, the individual with symptoms test positive, then the rest of their group within the setting should be sent home and should self isolate for 14 days.

If the test is negative, the child/member of staff can return to the setting without completing the self-isolation period.

Details about Testing can be found in the

- **Gov UK - Implementing Protective Measures in Education and Childcare Settings 11 May 2020**
- **GovUK - Coronavirus -Covid-19- getting tested – 28 May 2020**

This Guidance is based on document

- **HCC Local Recovery Guidance for Early Years and Childcare – 15 May**
- **Gov – Planning Guide for Early Years and Childcare Settings – 24 May 2020**