



**The aims of our Coronavirus Policy are:**

- To ensure that all members of the Nursery, adults and children have a clear understanding of our agreed strategies during the coronavirus pandemic.
- Our main aim is the safety of our children, staff and families.
- To follow Government guidance to the extent that we are able, bearing in mind the frequent changing of guidance.
- To support children and staff's mental and physical health.

**1. Information about the virus**

The current novel coronavirus (Covid-19) outbreak which began in December 2019 presents a significant challenge to the entire world.

The incubation period of Covid-19 is between 2 and 14 days. This means that if a person remains well 14 days after contact with someone with confirmed coronavirus, it is unlikely they have been infected.

The following symptoms may develop in the 14 days after exposure to someone who has the infection.

- Cough
- Difficulty breathing
- Fever (37.8 degrees or above)
- Loss of sense of smell/taste

**1.1 How Covid-19 is spread**

Covid-19 is spread when there is close (within 2 metres) contact with an infected person. It is likely that the risk increases the longer someone has contact with an infected person.

Droplets produced when an infected person coughs or sneezes (respiratory secretions) containing the virus are the most likely means of transmission. There are two routes by which people could become infected:

- Secretions can be directly transferred into the mouths or noses of people who are nearby
- By touching a surface or object that has been contaminated with respiratory secretions and then touching their own mouth, nose or eyes. This route has been shown to be much less likely.

POLICY 01 – Coronavirus policy		Issue Date: Sept 2021	Page: 1 of 6
Document Owner: Lindsey Harvey (Principal)		Next Review Date: Sept 2022	



## 2. Preventing the spread of infection

Preventing the spread of infection

There is currently no vaccine against Covid-19. The best way to prevent infection is to avoid being exposed to the virus.

There are general principles to help prevent the spread of respiratory viruses, including:

- Washing your hands often for 20 seconds or longer with soap and water
- Covering your cough or sneeze with a tissue then throwing the tissue in the bin.
- People who feel unwell should stay at home and should not attend work or nursery for 10 days.
- Children are often asymptomatic when infected, but are still able to spread the virus. They should therefore remain at home if they have any coughs and colds until tested for Covid-19.
- Children, staff and visitors should wash their hands:
  - Before leaving home
  - On arrival at nursery
  - After using the toilet
  - After outdoor play
  - Before food preparation
  - Before eating any food
  - Before leaving nursery
- Adults can use an alcohol based hand sanitizer if soap and water are not available. Children must be very closely supervised if hand sanitizer is used.
- Avoid touching eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are unwell
- Clean and disinfect frequently touched objects and surfaces
- Wear appropriate PPE if supporting a child or colleague who has suspected or confirmed Covid-19
- If you are worried about your symptoms or those of a child or colleague please call NHS 111.
- Further information is available on Public Health England and NHS UK websites.

### Cleaning routines

Current high standards of hygiene will be enhanced by regular (at least twice daily) cleaning of frequently touched hard surfaces using household detergent and sanitizing products.

Disposable cloths will be used throughout the nursery and paper towels for drying.

POLICY 01 – Coronavirus policy		Issue Date: Sept 2021	Page: 2 of 6
Document Owner: Lindsey Harvey (Principal)			Next Review Date: Sept 2022



### Hand washing routines

Children, staff and visitors must wash their hands as above.  
Children will be supervised to effectively wash their hands for 20 seconds and dry thoroughly.  
Songs and posters will reinforce the process.  
Children will be encouraged to flush the toilet themselves.

### Social distancing

Guidelines on social distancing have been removed. Foxglove continues to advise staff to remain 2m apart as much as possible and to stay 2m from parents.

### Ventilation

Windows and skylights will be opened to allow a throughflow of air. A carbon dioxide monitor will be used to detect where air is not flowing freely.

### Testing

Staff and families are requested to self test at home using a lateral flow test, twice a week. Staff should notify nursery of their test results by email.

## 3. Guidance on dealing with suspected or confirmed cases of Covid-19

### What to do if a child or adult becomes unwell with symptoms of Covid-19

- Call the child's parent to request they collect their child immediately.
- The staff member should leave the nursery immediately and return home.
- Call 111 or 999 in an emergency. People who become unwell should be advised not to go to their GP, pharmacy or hospital.
- Whilst waiting for the parent or for advice from 111 or an ambulance to arrive, take the child or member of staff to an area away from other people. Ideally this will be outside and near the exit gate. Other children should be taken inside
- If children are too ill to wait outside they can be taken to a separate room inside. Whilst waiting inside open a window and don PPE. This should consist of gloves, apron and face mask. If the person needs to use the toilet while waiting they should be shown to the toilet then the area sealed after use until cleaning has taken place. To encourage children to sit still while waiting an ipad can be used with an appropriate programme for them to watch.
- After collection the area should be cleaned using household detergent then sterilising solution.
- Children should be encouraged to tell an adult if they feel unwell.

### Getting tested

POLICY 01 – Coronavirus policy		Issue Date: Sept 2021	Page: 3 of 6
Document Owner: Lindsey Harvey (Principal)			Next Review Date: Sept 2022



The parent of the child or the member of staff must contact 111 or apply online immediately and request a PCR test.

If any person in a member of staff's or child's household shows signs of Covid-19 the family should seek a PCR test. Children under 18 and adults who have received two doses of the vaccine do not need to isolate unless they develop symptoms or test positive. Unvaccinated adults must isolate for 10 days.

The nursery must be informed of the result as soon as possible to enable appropriate action to be taken.

Families or members of staff who are contacted by test-track-trace teams must follow the guidance and advice and stay at home for 10 days if advised to do so. Parents must notify nursery as soon as possible.

#### **What to do if a case of Covid-19 is suspected in the nursery**

If anyone has been in contact with a suspected case in the nursery, no restrictions or special control measures are required while test results are awaited. There is no need to close the nursery or send other children or staff home.

Once results arrive, those who test negative will be advised individually about return to nursery.

#### **What to do if a case of Covid-19 is confirmed in the nursery**

The nursery is not required to carry out any track and trace or to notify parents of a positive case. Foxglove believe parents would like to know if a positive case has been in nursery so will notify parents. Recommendations for tests and isolation will be carried out by Track and Trace.

If a child or member of staff has a confirmed case of Covid-19 Ofsted will be informed. If a member of staff has a confirmed case of Covid-19 Riddor will also be informed.

If a confirmed case occurs in the nursery the local Health Protection Team will work with the management team and provide advice.

Extra action will be taken if an outbreak at nursery occurs such that:

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

This action may include:

Increased lateral flow testing for staff

Wearing of face coverings by staff

POLICY 01 – Coronavirus policy		Issue Date: Sept 2021	Page: 4 of 6
Document Owner: Lindsey Harvey (Principal)		Next Review Date: Sept 2022	



### Shielding for extremely vulnerable staff or children

Only in extreme cases and under guidance from Public Health will attendance be restricted. In this case a programme of remote learning will be introduced using Tapestry as the main means of communication. As previously, a combination of activity packs, stories and learning activities on Tapestry will be implemented.

In this instance vulnerable families will be contacted regularly and as soon as it is safe to do so, will be invited to return to nursery.

#### **4. What to do if children or staff return from travel anywhere else in the world within the last 14 days.**

Staff or children returning from abroad are required to follow current guidelines for the country in question.

#### **5. Cleaning at Foxglove after a case of Covid-19 (suspected or confirmed)**

Once symptomatic, all surfaces that the suspected case has come into contact with must be cleaned using disposable cloths and household detergents according to current guidance. These include:

- All surfaces and objects which are visibly contaminated with body fluids
- All potentially contaminated high contact areas such as toilets, door handles etc.

Public areas that an individual passed through and spent minimal time in such as corridors but which are not visibly contaminated do not need to be specially cleaned and disinfected. If a person becomes ill in a shared space these should be cleaned as detailed above.

#### **6. Disposing of waste in the nursery including tissues, if children or staff become unwell with suspected Covid-19**

All waste that has been in contact with the individual, including tissues and PPE, should be placed in a plastic rubbish bag and tied when full. The bag should then be double bagged, tied and labelled. It should be placed in a safe place (store cupboard at FVH, shed at FMN) and stored until the test result is available. If the test result is negative, waste can be put in the normal bins.

Should the individual test positive, the nursery will be instructed what to do with the waste.

POLICY 01 – Coronavirus policy		Issue Date: Sept 2021	Page: 5 of 6
Document Owner: Lindsey Harvey (Principal)			Next Review Date: Sept 2022



POLICY 01 – Coronavirus policy		Issue Date: Sept 2021	Page: 6 of 6
Document Owner: Lindsey Harvey (Principal)			Next Review Date: Sept 2022