



Coronavirus Policy and Procedure (Version 4)

Policy statement

The outbreak of the Coronavirus was a rapidly evolving situation, which is now in the process of decline, which we are monitoring carefully. With the number of reported cases in the UK and across the world we feel necessary to highlight the guidance and instructions currently being provided by the Government and Public Health England.

Here at Home from Home Childcarers we want to reassure parents that we are taking extra precautions within our setting. We will do everything possible to prevent infection but require parental support and honesty to be able to minimise the risk.

We have children, staff and parents at our setting with other existing health conditions that make them vulnerable to viruses and infection. It is our obligation to help keep our children safe and minimise risk.

It is your social responsibility to notify the setting immediately if you, your child or a family member is showing signs of Covid-19 or has had a Positive Lateral Flow Test or Positive PCR Test.

New Government Guidance (updated as new information arises)

- If anyone has a new continuous cough and/or a high temperature (hot to touch on your chest or back), or loss of sense of taste/smell then you will be told to stay at home and self-isolate for **10 days**.
- If you have symptoms (even mild) then you need to get a PCR test to check for Covid-19. Lateral Flow Tests are not to be used if you have symptoms and a PCR test should be taken.
- If any children are in the setting and develop a continuous cough and/or temperature over 38 degrees then we will require you to pick up your child as soon as possible and get your child a PCR test.

- On the 16th August the government introduced new guidance stating that adults that have been fully vaccinated and children under the age of 18 do not need to isolate. Anyone that tests positive for Covid-19 will still be required to self-isolate.
- If someone in your household tests positive, although you do not need to isolate if fully vaccinated or are under 18 years old. The advice is to still get a PCR test to check for Covid-19 as the virus is in your household (When you do not need to self-isolate section of - <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>)
- If you test positive, your self-isolation period includes the day your symptoms started or if you had no symptoms then the day of your PCR test and then the next **10 days**.
- Current government guidance is that PPE should not be required in general practice in nurseries to protect against Covid-19 transmission. PPE, such as aprons and gloves, will continue to be worn as usual for nappy changing and the administration of first aid. PPE can be worn when supervising a child with symptoms of Covid-19 if it is not possible for the staff member to remain distanced from the child.

Procedure

- Parents or visitors will continue to be asked to wait outside the building when dropping off or collecting their child. Parents or visitors may be allowed in under special circumstances or when there are minimal people in the setting.
- Extra handwashing and cleaning of surfaces, resources etc will be carried out each day.
- Staff reserve the right to take children's temperature on arrival at nursery and will not admit any child with a high temperate. Children's temperatures may be taken during their session if the staff think they are unwell, this will be taken once in one ear.
- Tests will be available (via the NHS) to staff or children at the setting if a suspected case of coronavirus is suspected – see website below.
- If staff have symptoms they will get tested and will not be allowed in the setting until results are received,
- Staff are carrying out regular Lateral Flow Tests to ensure they are not asymptomatic or bringing Covid-19 into the setting.
- Parents will not be allowed to bring their child into the setting if they have tested positive, someone else (who is negative) may bring the child in as long as the child has had a negative Lateral Flow Test before coming in each day. This is to ensure the child is not carrying Covid-19 into the setting.
- Anyone contacted by Track & Trace and instructed to self-isolate is expected to self-isolate in accordance with the law and Public Health guidelines.

- Staff and parents are no longer required to wear face coverings but may wear them if they wish during handovers.

How to stop coronavirus spreading

- If you cough or sneeze cover your mouth or nose with a tissue (not your hands)
- Put used tissues in the bin immediately
- Wash your hands with soap and water often – use hand sanitiser gel if soap and water is not available.
- Try to avoid close contact with people who are unwell
- Try not to touch your eyes, nose and mouth with unwashed hands
- Do not share items that come into contact with your mouth such as cups and bottles.
- If unwell do not share items such as bedding, dishes, cups and towels.
- You should wash hands with soap and water or hand sanitiser:
 - After breaks and sports activities
 - Before cooking and eating
 - On arrival at any childcare or educational setting
 - After using the toilet
 - Before leaving home
- Windows will be kept open when possible to ensure good ventilation.

What to do if you feel unwell?

- If you are feeling unwell you should keep away from others and stay at home to stop the infection spreading. Avoid contact with other people.
- **DO NOT** attend the setting
- Seek advice by phone from **NHS 119**
- **DO NOT** return to the setting/work until **after** medical advice is received and the all clear given.

Only children and staff who are symptom free or have completed the required isolation period should attend the setting. Linda Reynolds (Manager), Zoe Shaw (Deputy Manager) or Chrissie Morley (Assistant Manager) have the right to refuse entry into the setting if they believe a child/staff is not well enough to be in, has symptoms or have not completed the full isolation period.

Further Information

- You can access the latest government information and advice here:

- <https://www.nhs.uk/conditions/coronavirus-covid-19>
- <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>
- <https://www.gov.uk/coronavirus/education-and-childcare>
- Foreign travel advice: <https://www.gov.uk/foreign-travel-advice/>

	<u>Date:</u>	<u>By Whom?</u>	<u>Comments</u>
Created	27 th February 2020	Zoe Shaw + SMT	
Updated	10 th March 2020	Linda Reynolds	Updated in line with government
Updated	17 th March 2020	Zoe Shaw	Updated in line with government
Updated	1 st June 2020	Linda Reynolds	Updated to re-opening to wider families
Reviewed	17 th November 2020	Zoe Shaw	No changes – review due to setting closure
Updated	12 th December 2020	Zoe Shaw	Updated with change of isolation period
Reviewed	4 th January 2021	Zoe Shaw	No changes – review due to rapid rise in UK
Updated	20 th August 2021	Linda Reynolds/Zoe Shaw	Updated with change in guidance over isolation.