



## Pandemic Policy (covid-19 response 2020)

Status;

We are currently not effected by any pandemic phase (1-1-2024)

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<http://www.euro.who.int/en/health-topics/communicable-diseases/influenza/data-and-statistics/pandemic-influenza/about-pandemic-phases>

Chipstead Pre – schools’ main priority in a Pandemic would be the care and welfare of all children and their families in their setting.

Chipstead Pre - school will follow the advice and guidance of the Department for education and Public Health England, NHS, all government guidance, Department of Health and Social Care and the Surrey Early Years and Child Care Services, During a Pandemic.

### Hygiene

We will follow any guidance given in order to reduce the risk of spreading infection, following a risk assessment for a system of control, this will include ensuring regular hand washing, and sanitizing, regular cleaning of resources, surfaces, handles and light switches. Encouraging the children to cough and sneeze into the elbow and follow catch it kill it bin it NHS advise, teaching this to the children through songs, rhymes and activities.



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### Health and safety

In the event of a child or staff member being taken ill:

Any person, child or adult who is ill or is believed to / or is showing symptoms of the Coronavirus must not, under any circumstances come into the Pre - school. A child that is presenting symptoms during a session, they will be isolated from the rest of the group, with a supervising adult, usually their keyperson, PPE should be worn by staff caring for the child while they await collection if a distance of 2 meters cannot be maintained (such as for a very young child or a child with complex needs). This must include apron, gloves, face mask and shield Parents / carers will be asked to collect their child immediately and adults presenting symptoms will be asked to go home. They will then be asked to follow the government isolation advice. PHE (if necessary) and Ofsted will be informed of any positive cases within the setting.

During phase 5 / 6 (large clusters of infection, but human to human spread is localised) the Pre School procedures are as follows:-

### Communication

We will be updated and advised by the PHE, the Government and Surrey Early Years, advice will be communicated to the parents and committee by the supervisor, or deputy in the supervisor's absence.

Communication will be by phone, email or letter, during this phase.

### Infection Control

Throughout the setting there will be access to;

Tissues, bags, bin, Gloves, Aprons, masks, bin liners, Anti-bacterial cleaner and disposable cloths

- When a tissue is used, adults will use gloves to wipe the children's noses, if they can't do this by themselves and both tissue and gloves will be disposed of in a bag which is then sealed and placed in the bin which will be emptied



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daily by adult also wearing gloves. If a child blows their own nose they must wash or sanitise their hands after.

- Children will be asked and reminded to use their elbow to cover their mouths when coughing and sneezing and if they have used their hands they will then be asked to wash their hands under running water and using anti-bacterial hand wash, or to use sanitiser
- All children will use hand sanitizer when entering and leaving the setting and regularly throughout the morning and at specific time, such as after coughing and sneezing. Before and after; lunch, snack and when using the toilet children will wash their hands using running water and soap.
- Disposable towels will be used to dry hand and disposed of after use.
- Parents will be asked to provide a named drink (in a beaker) and to provide all cutlery required for the session, they will also be asked to provide a prepared snack in a named container for their child.
- If a child falls ill during the session, they will be isolated in the Lobby and made comfortable, an adult (wearing a mask, shield, apron and gloves) will stay with the child, but must try if possible and stay at a distance of two meters, but must show consistency of care and reassure the child, until their parent arrives to pick them up.
- If an adult falls ill then they will leave the premises immediately and emergency plan for child:adult ratios to be put into action.
- Cover will be sought for staff that are deemed to be in a high risk category, or child numbers reduced, refer to guidance, Staying alert and safe (social distancing) section 7 Clinically vulnerable people, 13<sup>th</sup> August 2020
- The setting will maintain a risk assessment and will have in place a system of control, the cleaning of the setting will be maintained throughout the day to maintain hygiene levels and will be recorded and monitored.



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### Closing and re opening

If in the event the Pre – school has to close, this will take immediate effect or when advised by the government and will be communicated to the parents either by phone or Email, by the supervisor or committee. The re-opening of the setting will be considered with a phased return, taking into account how best to protect the children and staff and to keep everybody as safe as possible.

The Department for Education has confirmed that it does not expect providers to keep all children two metres away from each other, or to care for children while remaining two metres away, as this is simply not possible. Its guidance states: “We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2m apart from each other and staff.”

### Contractual Arrangements

#### Parents fees:

Children that are eligible for the early years funding, these children’s fee’s will still be paid by Surrey early years, if the eventuality that the governments recommendations it to close the setting.

Any other fees will be suspended until re-opening and the child’s attendance.

#### Staff Salaries

In the event that the Pre School has to close then the salaries will be met through the contingency fund, until such funds are no longer available.

Staff contracts apply for any absences.

The Pre-school will ensure that it makes use of all government funding and schemes offered at the time to help with retention of staff.



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This policy was written by Liz Sheldon on 19/5/2020

Agreed by committee via email on.....June 2020.....

Updated on; 30/10/2020, 16/2/2021, 19/1/2022, 5/1/2023

Signed by:

Signature:

Position:

Date: