

COVID-19 arrangements for phased re-opening on June 1st.

Dear Parents

The Orchard Day Nursery sets out its plan for re-opening to more children come June the 1st. We are looking forward to being able to reopen to a selection of children. The children have done a fantastic job during the period of school closure.

We have outlined below the measures we plan on taking to ensure the safety of all members of our community in managing the return to school. As always, we will continue to review the success of each measure, and adjust accordingly to maintain safety and quality, and we appreciate feedback and observations from parents to work together on this matter. Should any of the measures change, based on either our own experience or from government guidance, we will keep you informed.

The setting will re-open to key worker/ vulnerable children that have attended throughout the lockdown period and children who have been advised in the Government’s guidance.

There will be a cap of 12 children per group currently, because of this cap we may not be able to accommodate any extra hours requested.

Taken the government guidance in mind we have planned as below:

1. **Good hygiene / regular cleaning – following our risk assessment.**

* Deep Clean to be arranged for the site before opening to all children on 1st June
* Cleaning to be reintroduced each evening
* Disinfectant sprays and wipes to be ordered and available for regular cleaning throughout the day
* Sufficient hand towels/ PPE
* Milton Tablets for Disinfecting
* Hand sanitiser to be displayed on every corner of all the rooms.
* Toys and stationery of each group to be cleaned after use daily.
* PPE run to each Nursery/school, checklist to be sent to each school/Nursery

Disinfectant for each night

1. **Minimise the spread-Contact and mixing**

* There will be a cap of 12 children in each age group will be split into two groups of 6 children and in case of Babies there will be 4 in each group The staff will be allocated according group of children within these groups will be the child’s key worker.
* Children will be kept within their own group family and will not mix /play with the children in the other group as to adhere in some way to social distancing (this is very hard with children of this age range). They will be able to play as normal with the children in their own bubble/ family. But cuddles with Children are maintained.
* The Pre-School and Toddler room will be divided into two sections with 2 doors on either ends of their partition children to go to the toilets and outside area.
* The outside area will also be split into two areas the grassed area and bikes on one side and the messy hard play area on the other side.
* The groups will move between the areas at different points throughout the day.
* The areas will be cleaned between each group’s usage.
* We are NOT clearing our rooms of all resources; this is their play space. Their ‘extension of home’ & this is their Nursery home. A place of Early Years comfort where we are Nurturing the WHOLE child.
* We have removed soft toys and dressing up clothes.
* In Toddler room to have 4 children to 1 staff member in each group. Room divided into 2 sections and staff and children to eat, sleep, and play in their designated space and group
* In Pre-school the room to be split into two sides with two groups of 6 children so maximum 12 on one day.
* Staggered drop off and pick up times will be requested
* Potentially Baby Room Children 7:30-5:30, Toddlers 8.30-5.30 and Pre-school 9-6. If you do turn up late you will need to wait until the second group of children have entered the building before you bring your child in. It is essential that we adhere to these timings as a community please to manage the process effectively please.
* If it is a sunny day, suntan lotion must be applied before children come to school.
* Staff to social distance during break times – staggered throughout the day.
* Those who are covering breaks must wear PPE mask, gloves, apron, and shoe covers (baby room) as they go into each group to cover.
* Near the front door have 2m social distancing marked out, so parents can queue up to get inside the building and leave promptly.
* NO entry to the building for parents or any delivery people. Only engineers permitted entry if needed but must wear full PPE.
* If parents require communication with their child’s group staff member to communicate via Tapestry or telephone.
* Children and staff to have temperatures checked on arrival near the office area and then hands washed in the sink by the toilet, before entering their designated space in their rooms.
* Each group will have their own set of toys and stationery, which will be cleaned after use using Milton fluid.
* Garden times to be used by each group at separate times and to be managed accordingly
* Lunch time will be within the children’s two groups with their teachers and will be allocated at different times.
* Entry and pick up: Parents will be required to drop your child at the door path by the markers provided ( please keep your child by your side)and wait to drop your child with the member of staff at the door .
* We ask that the children do NOT bring any bikes / scooters onto the premises either as we need to keep the premises clear.
* Buggies will ONLY be allowed for babies and they will be sanitised once entered the building.
* Staff will only be allowed to take the children in.
* One parent to each child and we ask where possible you do not bring siblings with you.
* Please provide a bag with a sun hat and change of clothes to keep in setting, these will not go home but stay in the setting and we will ask you if we require more items of clothing.
* We ask that no toys or children’s other belongings are brought to the setting at this time to minimise the risk of spreading any virus.
* There will be a super strict illness policy, we ask that if your child shows any sign of illness, even a sniffle that you do not bring them into the setting.
* If your child shows sign of any illness you will be expected to collect them within 30 minutes of a phone call, and they will be placed with an adult into the office for isolation.

1. **PPE/ Other measures to lower risk of transmission need to include.**

* Staff to wear gloves, aprons and masks during nappy changing and when taking children to the toilet.
* PPE in office if a child starts to show symptoms.
* Nappy changing Mats 1 for each group so staff do not need to leave group in the room.
* In Pre-School each group uses the toilets separately. When a child uses the toilet PPE worn by staff and cleaned after each use.
* Non-contact thermometers – Recommended to check temperatures of all staff and pupils on arrival each day before entering the nursery.
* Antibacterial Hand Gel – To anti bac hands every hour and after wiping or blowing a nose.
* Babies and Toddlers to use anti- bac hand gel throughout the day so they do not need to leave their group.
* Whoever gets the door must wear PPE. Manager/Deputy will be on door duty AM/PM unless they are with a group.
* Once all children are in the building PPE is removed
* Children should not bring in their own face masks from home. This is not recommended and could cause unnecessary spreading of any germs

1. **Children attending to ensure there is enough room EY ratios as guidelines for group size for that age group. This is more manageable in our settings but do the room sizes allow for distancing?**

* Baby Room 12 children and 3 staff on each day
* Toddler Room two areas: 1 staff member to four children total of 12 children on 1 day.
* Pre-School Two areas: 1 staff member to eight children total of 12 children on 1 day.
* Re-arrange rooms so the areas are divided using furniture. Reduce clutter and ensure each area children have space to eat (preschool) rest and play.
* Each group/space to have own toys/stationary not to be mixed between groups.
* Staffing to be determined based on pupil numbers.
* Each room to use garden in allocated times

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1. **Quality of the curriculum delivered and potential of dual classroom and remote learning. How will this be managed?**

* Home learning to NOT continue after June 1st
* Children returning on a flexible routine. Children have reduced days, so we do not go over maximum in room.
* Observations to continue weekly on each child.
* Tapestry continue as normal and staff to continue monitoring within each bubble observe one or two children a week
* Staff to continue to write assessments for key children attending.

1. **Lunches & Teatime**

* Chef can continue to cook lunch and tea for each group.
* They will wear PPE through the duration of the day
* Thwill not enter any room but be a floater and supporting staff in cleaning.

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1. **Risk Assessments, Health & Safety & Safeguarding**

* Follow Risk assessment and safeguarding policy
* Our quarantine area is the office. One manager will stay with the child until they are collected. Staff from their group will clean area immediately and change into their spare set of clothes.

1. **Communication with parents & Staff**

* Staff Meeting via Zoom
* Staff/parents to communicate via Tapestry or on the phone as staff will not be able to come to the door.
* Show arounds through Zoom until safe to do so.

We look forward to welcoming back the children and assure parents that we will be doing everything within our ability to maintain their safety as our absolute priority. For those children not yet able to return, please be assured that we will continue to review our provision, and also working all Summer Term events will be scheduled remotely and we will share this information with you after we re-open.

If you have any questions relating to the measures outlined above, please do contact me to discuss things in greater detail.

I would like to send my very best wishes to all of you and I hope that everyone is healthy and well.

We know this is an extremely stressful time for all our families and children , the above plan does seem quite strict in places but is in the best interests of children , families and not least the staff members working to carry on proving the children with their early education at this time .

Kind Regards

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