

Swanton Abbott Pre-School: Covid-19 Policy.

1: INFORMATION ABOUT THE VIRUS

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. COVID-19 is a new strain of coronavirus first identified in Wuhan City, China in December 2019. 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 that they have been infected. The following symptoms may develop in the 14 days after exposure to someone who has COVID-19 infection:

- cough
- Difficulty in breathing
- Fever (38 degrees or above)
- Loss of sense of smell/taste

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease. There is no evidence that children are more affected than other age groups – very few cases have been reported in children.

HOW COVID-19 IS SPREAD

From what we know about other coronaviruses, spread of COVID-19 is most likely to happen when there is close contact (within 2 metres) with an infected person. It is likely that the risk increases the longer someone has close contact with an infected person. Droplets produced when an infected person coughs or sneezes (termed respiratory secretions) containing the virus are most likely to be the most important means of transmission. There are 2 routes by which people could become infected:

- Secretions can be directly transferred into the mouths or noses of people who are nearby (within 2 metres) or could be inhaled into the lungs
- it is also possible that someone may become infected by touching a surface or object that has been contaminated with respiratory secretions and then touching their own mouth, nose, or eyes (such as touching a door knob or shaking hands then touching own face).

PREVENTING THE SPREAD OF INFECTION

There is currently no vaccine to prevent 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, or use alcohol sanitiser if handwashing facilities are not available. This is particularly important after taking public transport
- covering your cough or sneeze with a tissue, then throwing the tissue in a bin. Catch it, Bin it, Kill it
- People who feel unwell should stay at home and should not attend work or any education or childcare setting (see below: Guidance on dealing with suspected or confirmed cases of COVID-19 at Minis)
- Pupils, students, staff and visitors should wash their hands:
 - before leaving home
 - on arrival at Pre-School

- after using the toilet
- after outdoor play/walks
- before food preparation
- before eating any food, including snacks
- before leaving Pre-School
- use an alcohol-based hand sanitiser that contains at least 60% alcohol if soap and water are not available
- avoid touching your eyes, nose, and mouth with unwashed hands
- avoid close contact with people who are unwell
- clean and disinfect frequently touched objects and surfaces
- Wearing 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. Do not go directly to your GP or other healthcare environment
- see further information on the [Public health England blog](#) and the [NHS UK](#) website.

2.1 CLEANING ROUTINE

Daily cleaning routines will largely remain the same, as high standards of good hygiene are currently in place. However, in areas where there are hard surfaces that are infrequently cleaned or not cleaned to a high enough standard the following will be put in place:

All frequently used hard surfaces will be cleaned with a hard surface cleaning and sanitising solution each day, this includes all door handles, light switches, key boards, telephones, office desk, printer, phone, children's chairs. Disposable cleaning cloths will be used throughout the Pre-School. If non disposable cloths are used, they will be for one use only, then washed at 60°.

Toys will be cleaned each day. The toys available will be toys that can be cleaned effectively, and resources will be limited to enable rotation.

Toys that are difficult to clean, such as toys with lots of fiddly parts and soft toys, will not be available at this time. Sand, and sensory play such as playdough will be removed (or each child will be given a small amount to play with, and this will then be thrown away) to further prevent the possible spread of infection.

HAND WASHING ROUTINE

To ensure the staff, children, parents and visitors are washing their hands in line with the current guidelines the following will be put in place:

- On arrival to Pre-School, all adults will sanitise their hands
- On arrival all children will be taken to the bathroom to wash their hands by a member of staff
- Staff should wash their own hands before supporting a child to wash theirs.
- During the day children and staff will wash their hands after going to the toilet (or having their nappy changed) before meals or snacks, when coming in from outside, and any other time deemed necessary.
- Staff should wash, or sanitise hands before putting on any PPE.

- Children will be encouraged to wash their hands with soap and water, and for at least twenty seconds
- Individual face cloths or disposable wipes are used to wipe faces, face cloths will be washed after each use on a 60 degree wash cycle.
- Staff must wash their hands before preparing or serving food even if wearing gloves.

PERSONAL PRETECTIVE EQUIPMENT PPE

In line with recommendations from the DFE and PHE PPE will be worn as follows:

Disposable gloves and aprons will be worn during intimate care and when serving and preparing food.

Disposable gloves will be worn when wiping noses, applying sun cream and cleaning.

SOCIAL DISTANCING

Children will not be expected to socially distance during play.

Staff will socially distance between themselves, trying to keep two meters apart .

Parent/carers will be asked to keep two meters apart from each other, other children and staff.

MANAGING DROP OFF AND PICK UP TIMES

The parents will access the Pre-School via the main car park gate. Once at the Pre-School fence they will line up two meters apart by the far gate. Pre-School staff will be outside waiting and will invite the parent and child in one at a time. The child will be taken to wash their hands.

The same will happen for pick up time. The parents will wait at the gate, and their child will be brought to them.

OTHER MEASURES

If anyone needs to enter the Pre-School- such as the people who regularly check our electricity and water- they will be asked to wait outside until we have either gathered children outside (fire exit doors) or gathered children in the book corner. Any surfaces touched by the visitor will be disinfected before the children can resume their play.

IF AN ADULT BECOMES UNWELL WITH SYMPTOMS OF COVID-19

If they become unwell in the workplace the person should be removed to an area which is at least 2 metres away from other people. The office would work well for this.

Open a window for ventilation.

If the person is well enough they should leave Pre-School immediately and return home.

The individual who is unwell should call NHS 111 from their mobile, or 999 if an emergency (if they are seriously ill or injured or their life is at risk) and outline their current symptoms.

If the person affected is not able for any reason to call NHS 111 themselves, then a staff member should call on their behalf. Whilst they wait for advice from NHS 111 or an ambulance to arrive, they should remain at least 2 metres from other people.

They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in a bag, then throw the tissue in the bin.

If they need to go to the toilet whilst waiting for medical assistance, it will be disinfected after use.

The office would be disinfected

IF A CHILD BECOMES UNWELL WITH SYMPTOMS OF COVID-19

The child must be isolated in the same manner as an adult; a member of staff should remain with them. If the child is happy the staff member will keep a certain distance away. If the child is upset or distressed they will be comforted.

The adult must wear appropriate PPE.

The child's parent would be called to collect the child immediately.

The parent will be advised to call 111.

If required an ambulance will be called.

After the child has left the room used for isolation, it will need to be deep cleaned, including any objects/items touched.

GETTING TESTED

The parent of the child or team member who has symptoms must contact 111 or apply online immediately and request a test.

Tests are available to all team members and their families, children attending the Pre-School and their families.

If any person in a team member, or child's household shows signs of COVID-19 the family can all get tested.

They cannot attend Pre-School whilst they await the results and the entire household must isolate

The Pre-School must be informed of the result as soon as possible to enable appropriate action to be put in place if required.

WHAT TO DO IF A CASE OF COVID-19 IS SUSPECTED AT PRE-SCHOOL

If anyone has been in contact with a suspected case in the Pre-School, no restrictions or special control measures are required while laboratory test results for COVID-19 are awaited.

There is no need to close the setting or send other learners or staff home. Once the results arrive, those who test negative for COVID-19 will be advised individually about return to Pre-School.

WHAT TO DO IF A CASE OF COVID-19 IS CONFIRMED AT PRE-SCHOOL.

The Pre-School will need to contact the local Public Health England Health Protection Team to discuss the case, identify people who have been in contact with them, and advise on any actions or precautions that should be taken. An assessment of each childcare or education setting will be undertaken by the Health Protection Team with relevant staff.

Advice on the management of children and staff will be based on this assessment.

The Health Protection Team will also be in contact with the patient directly to advise on isolation and identifying other contacts and will be in touch with any contacts of the patient to provide them with appropriate advice. Advice on cleaning of communal areas such as playrooms and toilets will be given by the Health Protection Team.

If there is a confirmed case, a risk assessment will be undertaken by Swanton Abbott Pre-School, with advice from the local Health Protection Team.

We may be asked to close Pre-School, and all self-isolate for 14 days.

Pre-School would have a deep clean before re-opening.

WHAT TO DO IF CHILDREN OR STAFF IN THE PRE-SCHOOL ARE CONTACTS OF A CONFIRMED CASE OF COVID-19 WHO WAS SYMPTOMATIC

The definition of a contact includes:

- any child or staff member in close face-to-face or touching contact including those undertaking small group work (within 2 metres of the case for more than 15 minutes)
 - talking with or being coughed on for any length of time while the individual is symptomatic
 - anyone who has cleaned up any bodily fluids of the individual
 - close friendship groups
 - any child or staff member living in the same household as a confirmed case
- Contacts are not considered cases and if they are well, they are very unlikely to have spread the infection to others, however:
- they will be asked to self-isolate at home for 14 days from the last time they had contact with the confirmed case and follow the home isolation guidance
 - they will be actively followed up by the Health Protection Team
 - if they develop any symptoms within their 14-day observation period they should call NHS 111 for assessment
 - if they become unwell with cough, fever or shortness of breath they will be tested for COVID-19
 - if they require emergency medical attention, call 999 and tell the call handler or ambulance control that the person has a history of potential contact with COVID19
 - if they are unwell at any time within their 14-day observation period and they test positive for COVID-19 they will become a confirmed case and will be treated for the infection.

Family and friends who have not had close contact (as listed above) with the original confirmed case do not need to take any precautions or make any changes to their own activities such as attending childcare or educational settings or work, unless they become unwell.

If they become unwell, they should call NHS 111 and explain their symptoms and discuss any known contact with the case to consider if they need further assessment.

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

Outside those that are defined as close contacts, the rest of the Pre-School, does not need to take any precautions or make any changes to their own activities attending educational establishments or work as usual, unless they become unwell.

If they become unwell, they will be assessed as a suspected case depending on their symptoms. This advice applies to staff and children in the rest of the group.

The decision as to whether children and staff fall into this contact group or the closer contact group will be made between the Health Protection Team, the Pre-School .

Advice should be given as follows:

- if they become unwell with cough, fever or shortness of breath they will be asked to self-isolate and should seek medical advice from NHS 111
- if they are unwell at any time within the 14 days of contact and they are tested and are positive for COVID-19 they will become a confirmed case and will be treated as such.

WHAT TO DO IF CHILDREN OR STAFF RETURN FROM TRAVEL ANYWHERE IN THE WORLD WITHIN THE LAST 14 DAYS

Team or children returning from abroad are required to self-isolate for 14 days upon their return and can not attend the nursery during this time.

Cleaning of Pre-School

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 recommended workplace legislation and practice. These include:

- all surfaces and objects which are visibly contaminated with body fluids
- all potentially contaminated high-contact areas such as toilets, door handles, telephones, Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with body fluids 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.

DISPOSING OF WASTE

Disposing of waste in the Pre-School, including tissues, if children or team become unwell with suspected COVID-19. All waste that has been in contact with the individual, including used tissues and PPE, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should be put in a safe place and marked for storage until the result is available. If the individual tests negative, this can be put in the normal waste. Should the individual test positive, the Pre-School will be instructed what to do with the waste.

Swanton Abbott Pre-School will keep up to date with all advice given by the government , Department for education and Public health England.

An in depth risk assessment will be kept and adhered to.

If at any time we feel Pre-School is not a safe environment for our children, their families and staff members, Pre-School will close until we feel it is safe to re- open.

The safeguarding of our children, their families and staff is paramount, and will come above anything else.