

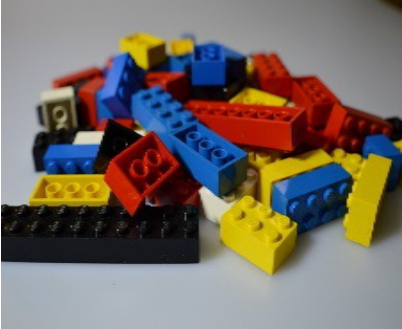
Covid-19 Site Operating Procedures – for families

Please find below a summary of our operating procedures during the current Covid-19 pandemic. If you have any questions regarding any of the procedures, please contact the Childcare Manager on office@anthonyropernursery.co.uk or 01322-865469 and she will do her best to answer any of your questions.

Arrivals and Departures	
	• One adult from the family's or children's household should drop off or pick up their child. • Drop-off in the morning is at 9.00am, to either Wren or Robin gardens. Drop-off at lunch time is at 12.00pm, to either Wren or Robin gardens. You will be informed of which one before your child's first session. • Collection at lunchtime is at 12.00pm, from either Wren or Robin Gardens. Collection at 3.00pm is from either Wren or Robin Gardens. • These dedicated entrance and exit routes will be signposted and are designed to avoid unnecessary entrance to the premises. • If you must queue, please, where possible, ensure you maintain a 2m distance from other families as indicated by the distance markers. • Children will be refused entry if they are presenting symptoms on arrival, or if a family member is isolating due to a suspected case. • Children should not attend the setting if it has been necessary to give them Calpol to reduce a temperature, alleviate a headache, etc.
Wellbeing and Education	



- Staff will continue to provide emotional support in line with children's individual needs.
- The curriculum will continue to be based on your child/ren's individual needs and stage of development.

Resources and Belongings	
 	• Children are not to bring items from home; please telephone the setting to discuss if you feel your child needs comforters to support their emotional needs. • Travel accessories such as buggies, car seats and scooters cannot be left at the setting. • Children should come for their first session with everything they may need, including the following: named bag containing spare clothes (don't forget plenty of pants/knickers and socks), wellies, sun hat, waterproof jacket, suncream (if appropriate) or warm clothing (depending on the weather). Nappies, if appropriate. These items to be left on your child's peg and only sent home if necessary, eg if clothing is wet.
Symptomatic Staff/Child	
 	• Children and staff should only attend if they and their families are symptom free or have completed the required isolation period. • If a child/staff member starts to display symptoms they will be sent home to self-isolate for 7 days (their household members should self-isolate for 14 days). • Parents and carers will be asked to use the NHS test and trace process and to inform the setting immediately of the results. • If a child/staff member tests positive for Covid-19, all families will be informed and all those who have been in close contact with the child/staff member will be sent home and advised to self-isolate for 14 days. • If your child becomes symptomatic, you will need to collect them as soon as possible. • Any symptomatic child will be isolated where possible from the remaining group of children until they are collected (this will be in the staff room). • A familiar staff member will stay with your child until they are collected. They may be

	required to wear additional PPE, such as gloves, apron, a face mask and protective visor as required. • The area used for isolating children will be thoroughly cleaned.
Hygiene, Health and Safety	
	• All children and staff will wash hands upon arrival. • Children and staff will wash hands frequently throughout the day. • Tissue stations will be set up throughout the Pre-school.
Cleanliness	
	• An enhanced cleaning schedule will be implemented that includes furniture, surfaces and children's toys and equipment. • A Pre-school deep clean will be completed should any Covid-19 cases be confirmed. • Communal areas, touch points and washing facilities will be cleaned and sanitised regularly.