

Covid 19 Plan

Systems of control

Prevention

- 1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend settings.**

If anyone in the setting has symptoms of coronavirus (COVID-19): a high temperature, new and persistent cough or loss of, change in, normal sense of taste or smell (anosmia), however mild, they should self-isolate for at least 10 days from when their symptoms started; or if they are not experiencing symptoms, but have tested positive for coronavirus (COVID-19), they should self-isolate for at least 10 days starting from the day the test was taken. Other members of their household must self-isolate for 14 days from when the symptomatic person first had symptoms.

If they have tested positive whilst not experiencing symptoms, but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.

OFSTED will be notified of any confirmed cases of coronavirus (COVID-19) in the setting, either child or staff member.

Staffordshire County Council health protection team will be notified of any confirmed cases also.

If a child/family member of staff displays COVID symptoms or tests positive. They must inform Pathways immediately on 01538 756860

Pathways would inform parents if a member of staff, a child or family member of a child was to test positive.

If a child becomes ill with COVID symptoms whilst at Pathways, we would move the child away where they can be isolated safely with ventilation, this area would be cleaned thoroughly after the child goes home with disinfectant. If they need to use the bathroom while awaiting collection, the bathroom that is used would be thoroughly disinfected before being used by anyone else. The staff member looking after the child would wear appropriate PPE and wash their hands after dealing with the child. They do not need to go home to self-isolate,

however they must self-isolate and arrange for a test if they develop symptoms themselves.

2. Where recommended, use of face coverings

Face coverings are not recommended for use within early years settings because the system of controls, applicable to all education and childcare environments, provides additional mitigating measures.

Staff will wear a face covering when answering the doors at drop off and pick up times as some children need to be taken from their parents in order for them to settle with us. Parents are also advised to wear face coverings when entering the premises to try and keep everyone as safe as possible. The correct process should be used when using face coverings:

- Cleaning of hands before and after use
- Safe storage - sealable plastic bags
- Regular washing of face coverings
- Do not wear damp face coverings

Staggered drop offs and picks up have been used to prevent the spread of COVID-19 and not to cause any unnecessary large gatherings of people. Please stick to the guidelines of no more than 6. We ask that only 1 parent/carer brings and collects the children if possible and that you stick to your allocated time slots.

3. Clean hands thoroughly more often than usual

Coronavirus is easy to kill when on the skin and this can be done by washing hands with soap and water or hand sanitiser.

Staff and children will wash their hands regularly:

- When they arrive at Pathways
- When they return from breaks and outside
- When they change rooms
- Before and after eating

Pathways will supply sufficient soap and hand sanitiser for all children and staff to use and younger children will be monitored when washing hands to ensure the correct hand washing has taken place.

We have our own hand washing song at Pathways that we sing with the children.

4. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach

Pathways promote the 'catch it, bin it, kill it' approach and supply tissues and bins for the children and staff to use. The staff encourage the children to use this and wash their hands after.

5. Introduce enhanced cleaning, including frequently touched surfaces often using standard products such as detergents

In order to facilitate cleaning, we have removed soft furnishings and resources which cannot easily be cleaned as advised from public health. All resources have been limited in every area to help us to keep a robust cleaning schedule which we can all manage. The children's learning is not affected in anyway as resources are used to help and guide our planning and individual learning each week as we plan for this.

Our tables and chairs are cleaned regularly throughout the day:

- Once the school children have left
- Before and after all snacks and dinners
- Before school children arrive
- At the end of the day

Toilets are cleaned regularly throughout the day:

- Once the school children have left
- After all snack times, once the children have washed their hands
- After lunch
- Before school children arrive
- At the end of the day when we close up

Frequently touched surfaces are cleaned regularly throughout the day and all the sides, any large toys, windows, door handles, light switches, doors, rails and locks are cleaned every night.

The different groups of children have their own toys to play with and this is monitored by staff and all children are made aware of the areas of resources that they are allowed to access. These are disinfected or soaked in Milton at the end of every week and toys are on a rota system. All items which are placed in children's mouths are left to soak in Milton before being used again.

The outdoor area is sprayed with disinfectant at the end of every week

6. Minimise contact between individuals where possible

We endeavour to keep the children at Pathways in their own groups and apart as much as possible. Due to the nature of setting some staff will work in both rooms, this is to ensure the smooth running of the nursery. These staff will always wash hands between each group of children.

7. Where necessary, wear appropriate personal protective equipment (PPE)

The majority of staff in early years settings will not require PPE, beyond what they would normally need for their work. PPE is only needed in a small number of cases:

- Where a child becomes ill with coronavirus (COVID-19) symptoms while at the setting
- Where a child already has routine intimate care needs that involves the use of PPE

8. Engage with the NHS Test and Trace process

Pathways ensures that staff members and parents/carers understand and are ready and willing to:

- Book a test if they are displaying symptoms of COVID 19. Staff and children must not come into the nursery and will be sent home if they develop symptoms at nursery. All children can be tested, including those under 5, however children under 11 will need to be helped by parents if using a home test.
- Provide details of anyone they have been in close contact with if they were to test positive for coronavirus or if asked by the NHS Test and Trace.
- Self isolate if they have been in close contact with someone who test positive for coronavirus.

Tests can be booked online through the NHS website, or ordered by telephone via NHS 119. Essential workers have priority access to testing

<https://www.gov.uk/apply-coronavirus-test-essential-workers>

We ask that parents/carers and staff to inform us immediately with your test results.

If someone begins to self-isolate because they have symptoms similar to coronavirus and they get a test which delivers a negative result, they feel well

and no longer have symptoms similar to coronavirus, they can stop self-isolating and other members of the household can stop too.

If someone test positive they should follow the COVID 19 guidance for households <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> and should continue to self-isolate for 10 days from the onset of their symptoms and only return if they do not have symptoms other than a cough or loss of sense of smell or taste, as these could take several weeks to go. If you have a high temperature still you should continue to self-isolate until this returns to normal. Other members of the household must continue to self-isolate for the full 14 days.

9. Managing confirmed cases of COVID-19 in the setting

Pathways will take swift action when we become aware that someone that has been in the setting that has tested positive for coronavirus COVID -19. We will:

- Contact the DFE helpline on 0800 046 8687 and select option 1 for advice
- The team of advisors will inform us on what action is needed based on the latest public health advice
- If following triage more expert help is needed they will forward our call to the local health protection team
- The local health protection team will also contact us if they become aware someone who has been in our setting tests positive through NHS Test and Trace
- They will work with Pathways to carry out a rapid risk assessment to confirm who has been in contact with the person so they can self-isolate
- The health protection team and Pathways will work together and any persons who have been in close contact will be asked to self-isolate for 14 days since last in contact with the infectious person. Close contact means:
 - Direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin to skin)
 - Proximity contact - extended close contact (within 1-2m for more than 15 minutes) with an infected individual
 - Travelling in a small car with an infected person
- The local health protection team will provide definitive advice on who must be sent home.

- Pathways will keep records of children and staff in specific groups/rooms and close contact that takes place
- A template letter will be provided to settings by public health if needed to give to parents/carers and staff
- Household members of those who are sent home do not need to self-isolate unless the child or staff member who is self-isolating subsequently develops symptoms.
- If someone in the group that has been asked to self-isolate develops symptoms within their 14 day isolation period, then they should follow the COVID-19 guidance for households. They should get a test and:
 - If someone who is self-isolating because they have been in close contact with someone who has tested positive for coronavirus starts to feel unwell and gets a test themselves, and the test is negative, they must remain in isolation for the remainder of the 14 days. This is because they could still develop coronavirus within the remaining days.
 - If the result is positive, they must inform Pathways immediately and should isolate for 10 days from the onset of their symptoms (which could mean self-isolation ends before or after the original 14 days). The household should also self-isolate for at least 14 days from when the symptomatic person first had symptoms.

10. Contain any outbreak by following local health protection team advice

If Pathways have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, this could be an outbreak and we would continue to work with the health protection team who will be able to advise if additional action is required.

In some cases it may be recommended that a larger number of children are told to self-isolate

11. Notify OFSTED

Any confirmed cases of coronavirus COVID-19 in the setting either child or staff will be reported to OFSTED.

Any children who are unable to attend Pathways due to self-isolating can access many ideas on line to continue with their learning and we would always give advice too. These include:

- The Hungry Little Minds <https://hungrylittleminds.campaign.gov.uk/>
- BBC's Tiny Happy People <https://www.bbc.co.uk/tiny-happy-people>
- National Literacy Trust's Family Zone
<https://literacytrust.org.uk/family-zone/>
- <https://www.gov.uk/guidance/help-children-aged-2-to-4-to-learn-at-home-during-coronavirus-covid-19>

We are also aware of children's mental health and wellbeing whilst not attending our setting for a prolonged time and we reassure parents and children that they will be safe and well cared for in our setting, and cuddles will be provided if needed. We have a Children's Mental Health policy.

This plan will be updated and amended as and when guidance changes.

Last up dated 29/09/2020