

Following the government guidance to re-open nurseries to all children on 1<sup>st</sup> June 2020 the Little Stars management team have produced this information . This guidance has been prepared using all available government information published as of 17<sup>th</sup> May 2020. Should any subsequent guidance/instructions be published by the government this document will be updated.

We understand that despite the government opening nurseries (and some school years) not all parents/carers will be comfortable letting their children attend. We would like to reassure you that since 23<sup>rd</sup> March we have remained open for over 15 key workers children with new strict working practices. During this time we have had no occurrences of the virus.

The easiest way we feel to document the new procedures we will be putting in place is to detail the school day chronologically. To produce these procedures we have identified the risks to children, staff and parents/families and steps we are taking to mitigate these risks.

### **Before travelling to nursery**

If your child, or persons that your child has had recent contact with, show any symptoms of the virus or any illness you should not bring your child to the nursery. Self isolating rules should be followed in line with government advice. If your child is not attending for this reason please notify us at the earliest opportunity so we can identify any risks to other children / staff.

Children with new/additional medication will not be accepted at the nursery.

### **Travelling to nursery**

Where possible public transport should be avoided.

### **Arrival at nursery**

No parents/carers will be allowed into the nursery.

Only one parent/carer to hand over children. If in a car only one adult to exit the car, if on foot only one adult to enter the main car park.

To provide social distancing we will be arranging for a “car queue” to be coned out in our car park. When you reach the front of the queue a member of our staff will greet you and ask you several routine questions.

If you are dropping off on foot there will be a separate queue marked out on the car park floor allowing 2m social distance.

PLEASE NOTE : During this period we cannot allow children to bring their toys to the nursery . If comforters are required for “sleep time” these items need to be provided in a named plastic carrier bag. I am sorry but we will also not be able to accommodate prams to be left in our reception area; these are often stacked on top of each other and this would generate a possible contamination risk.

### **During your child's day**

Babies, 2 year olds and 3 year olds will remain in their standard classrooms.

Nursery leavers this summer will use an area of Kidz Planet (not the play frame) adjacent to the nursery as their classroom, this will give us more space per child. Classrooms will be sub-divided to encourage smaller numbers of children interacting . We will be trying to ensure that your child will be supervised by the same nursery practitioner for the week.

Regular handwashing will be enforced, helped with the introduction of additional portable

sinks. Nursery items that are not easily cleaned will have been removed from the classrooms.

During breakfast/lunch/dinner children will be seated with double the existing spacing between them.

High contact touch points will be disinfected regularly throughout the day.

Should a child show signs of any illness they will be isolated with a nursery practitioner (in PPE) in a separate room within the building. Parent/carer will be notified and asked to collect child immediately. If the symptoms are that of Covid 19 parents of children in close contact will be notified.

### **Nursery pick up**

Pick up time will work the same as drop off with the social distancing queues.

If you are going to be picking up early please notify us at drop off so we can ensure we are looking out for you. If no staff are visible please ring 01303 277773 option 3 .

### **Every evening**

Following the daily cleaning of the nursery (and new “Kidz Planet” classroom area) we will be performing disinfectant “fogging”. This process covers all areas with a cleaning fog that kills all germs / viruses and then dries overnight leaving no residue. This process is over and above that required by the government.

### ***Other points to note :***

- Any changes to attendance or advice required will need to be made via email to [littlestars@folkestonenursery.com](mailto:littlestars@folkestonenursery.com) or as a last resort by phone – we will not be able to have discussions at drop off / pick up.
- Emergency contact numbers must be up to date.
- PPE – Following government guidance our staff will not wear any additional masks/gloves/visors/aprons. The only two instances where additional PPE will be worn is when our staff greet parents/carers and if a child becomes ill.
- To assist the government with the control of the virus we encourage you to download the NHS track and trace APP when it becomes available.