



### **Garden Cottage Nursery Coronavirus Risk Assessment**

*Note: this document is in addition to the existing GCN risk assessment and does not replace it*

#### **Pick-up / drop off**

Children and Staff must take their temperature and ensure it is below 37.5 before arriving at the premises

To adhere to social distancing guidance, we have a staggered start and end of the school day. Children staying for teas have been asked to be picked up earlier where possible. Timings have been updated in the registers, but parents will call ahead if picking up earlier than expected.

Pick-up and drop off locations have changed to help encourage social distancing. Please leave the doors open where possible so that staff, parents, and children do not have to touch the handles

We have asked that one parent drop their child off at the door and must not enter the nursery.

We have also asked that as of September 7th it is mandatory that the parent/carer dropping off/picking up must wear a face mask.

If parents wish to speak to you / Jane, please ask them to get in touch by email or phone

Sanitiser is present at all pick-up / drop off points. This must be used before entering the nursery. Staff to ensure these are topped up. Hand washing is a must and please ensure children and staff are doing this.

Brothers and sisters to be dropped off at the youngest room first then the other room following guidelines of where drop off is.

We are trying to minimise the number of items coming into the nursery to reduce the risk of any contamination. Items we have said parents can bring in are:

- A clearly named water bottle
- A change of clothes in a clearly named bag (if the child is potty training)
- A clearly named bottle of sun cream if the child can't use what we have in the nursery
- A comforter, but only if necessary
- Reusable nappies in the clearly labelled bag

Please can staff leave bags, phones, and any other items in their cars. Please also make sure your cars are parked under the trees at the front of the nursery.

#### **Nursery rooms**

We have less children in each room/bubble. The bubbles are, Apple room, Garden room School, Peach Room, Sweetpeas and Snowdrops Apple room has a maximum.

Staff and Children will stick in their bubbles to ensure there is no cross contamination across each of the groups

Registers will be as normal, and staff will walkie talkie when children arrive if in a different room. Please leave these in the map room at the end of each week so that we have a record of who did/didn't come in each week.

Updated



We now have added Garden Room to the register (Apple Room Children)

To do a fire drill for the Children in Forest school

Daily sheets will be provided for children and staff in Forest school & Walled Garden

Snuffle stations are set up with a sanitizer, box and tissues in each room. Please encourage the children to use them and make sure supplies are stocked up. Where possible, please encourage the children to wash their hands



Set out the toys and games at the beginning of each day that can be easily washed. We have removed soft toy's that are harder to clean but please remove any further items that you feel fit into the 'harder to clean' category

Clean room consistently and sanitize at the end of the day

### **Welfare Staff and Child**

Please treat children as normal and be as positive as possible. We must be aware that some children might have lost loved ones with the virus. C and F have lost their Grandad

It has been recognised that children of nursery age will not be able to adhere to social distancing rules and indeed it is not desirable for children this young. By keeping the smaller class 'bubbles' and employing stringent cleaning and hygiene practices we are mitigating the risk of spread of infection

### **Updates**

If anyone has symptoms of coronavirus (COVID-19), a high temperature, new and persistent cough or a loss of, or change in, their normal sense of taste or smell (anosmia), however mild, they should self-isolate for at least 10 days from when the 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.

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.



Parents should arrange a test for them as soon as possible to see if they have coronavirus (COVID-19). This can be done by visiting NHS.UK or contact NHS 119 via telephone if you do not have internet access. They and other fellow household members should self-isolate for 14 days.

If the child tests negative, they can return to nursery and the fellow household members can end their self-isolation subject to confirmation from local health protection professionals.

If the child tests negative but is unwell, they should not return to nursery until they are recovered.

If the child tests positive, NHS Test and Trace will speak directly to those that have been in contact with them to offer advice. This advice may be that the rest of their bubble within they nursery should be sent home and advised to self-isolate for 14 days. Household members should also self-isolate at home.

**Incidents and accidents must be reported by email so the Parent must email back nothing that we have sent it, we then will add to the incident book. As of July 23<sup>rd</sup>, we now are writing in the Incident book and putting outside for parent to sign (please make sure parent /carer sanitizes hands before using pens.**

Please make JD aware if there is anything worrying you or you think there is anything else, we can do to help improve the safety and welfare of you and the children. Please contact her preferably by phone, email or walkie talkie

Sun cream must be applied by parents and us. Parents that need special sun cream have been asked to bring in a bottle with the child's name clearly written on it

Please ensure the children are wearing hats if it is very sunny outside

Please make sure all medical information and medication is with the children in your bubble

Clean room consistently and sanitize at the end of the day. Jai will clean as and when each room.

We practised a lock down and it was very successful each room has written a evaluation of what happened in each room outside area. Oct 20

Mental heath and children's welfare email sent to staff 7<sup>th</sup> Oct 20

Shelley to do treasure baskets in each room for PSED keeping children happy and safe is everything.

#### **Garden Room**

Garden Room must be set-up with the necessary cleaning equipment, toys and first aid supplies

Please ensure you have done the Forest School training so that you are fully prepared ahead of returning back to nursery

Garden Room will be using their own walkie talkie

#### **Food and Sleep**

Children will be having breakfast at home including those arriving at 8am. We have cereal available if there is a child that is hungry and has not eaten. Please ensure you have easy access to this ahead of when we reopen on Monday, We will be having breakfast in the Nursery starting on the 7<sup>th</sup> September for all children starting at 8am



Zebedees will be providing lunch and the children will be eating in their bubbles. Jai will be will distributing the meals to each of the bubbles. Snowdrops and Sweetpeas 11.30am – 12 sleep time with comforters if necessary, Peach room 11.45am – sleepers in Sweetpeas (use gate end) with comforters if necessary Apple room 12midday - no sleepers Garden Room in Apple store for 12pm food at 12.10pm if tired please sleep in hammock. Garden Room will now be eating in Garden room

Staff will need to stay in their bubbles during their lunch break Staff We are keeping movement between rooms to a minimum

GCN will be providing teas but we have asked children to go home as early as possible. Normal times now are applied

#### **PPE**

Government advice states that the use of PPE is not necessary for children or staff although it is at the discretion of the child / staff member if they do

All members of staff will have access to, masks aprons and gloves. Please notify JD if you are running out ASAP so more can be ordered. The masks are machine washable.

If wearing a mask with the children, please put on in front of them so they know who you are and it is not to frightening for them.

#### **Key Children**

The most important thing is the welfare and happiness of the children.

Please can staff in their groups find out where the children's interest is from there key workers. Look at the next steps sheets and try and pick up from there. It will be the responsibility for staff to plan around the interests.

**New iPads & laptops will be in place so that you can use them to upload photos and observations of the children. Please refer to the email Philly sent out with training videos if you need to refresh yourselves. By the end of the first week please ensure you have uploaded a photo/observation of each child in your bubble.**



### **Prevention: a good check**

- 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
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- 5) minimise contact between groups where possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all settings, all the time.

Number 5 must be properly considered, and settings must put in place measures that suit their circumstances.

Number 6 applies in all specific circumstances. Response to any infection:

- 7) engage with the NHS Test and Trace process
- 8) manage confirmed cases of coronavirus (COVID-19) amongst the setting community
- 9) contain any outbreak by following local health protection team advice
- 10) notify Ofsted

Numbers 7 to 10 must be followed in every case where they are relevant.

See link [Actions for early years and childcare providers during the coronavirus outbreak](#) will explain in more depth.