



**Boys & Girls Nursery
Covid-19 Actions**

This is a risk assessment and update to our current policies & procedures which are intended to work alongside and in some cases as amendments temporarily during the pandemic

Risk / Task / Activity	Additional measures / information
Risk Assessments	We will continue to monitor all risk assessments in line with public health advice and any changes to local cases. The risk assessment will reflect the updated control measures.
Stepping Measures Up	<p>We are required to have an outbreak management plan in the event that cases rise significantly and these will be communicated to parents and the team if and when required. Should we have an outbreak of cases we will liaise with the local Covid response team / PHE Early Years Covid Support line. We will implement the below processes until the cases have stopped:</p> <ul style="list-style-type: none"> • Re-introduce hourly wipe down of high touch point areas • Organise a deep clean of the nursery • Remove anything that is difficult to clean / sanitise • Encourage the team to wear masks in communal areas • Send emails to staff and parents reminding them to remain vigilant and stay home if unwell • Minimise mixing of staff and children across rooms • Encourage the team to take daily LFT's
Bubbles	It is no longer necessary to keep the children in bubbles and though we will continue to restrict movement, the children will be able to mix in the garden. Members of the team will be able to move freely across the nursery.

Contact Tracing and Isolation	We are no longer responsible for managing the contact tracing process for children and staff. However, we will work closely with NHS Test & Trace to support them in identifying close contacts.
Drop off / pick up	We will continue to ask you to wait outside for a member of the team to collect your child from the door, the same will apply at pick up.
PPE	Following guidelines set by the Department for Education, it is not necessary or recommended for staff or children to wear PPE whilst at nursery.
Face coverings	We will no longer request that face coverings are worn when bringing or collecting your child from nursery.
Possible case of Covid	Children and staff must not attend nursery if they display any symptoms of Covid, normal absence reporting procedures should be followed. There is a designated space for any child displaying Covid symptoms to wait whilst their parent collects them, children presenting symptoms of Covid 19 should be collected immediately. They will be supervised at all times by an adult. The adult will be expected to wear appropriate PPE. The same adult will remain with the child until the parent arrives. We will then follow procedures from Herts County Council and Public Health. If a child is tested positive for Covid the remainder of their group / bubble will no longer need to isolate.
Hand washing	Following government guidelines all children will be expected to wash their hands on entry to nursery and at the end of the day. Handwashing will also take place frequently throughout the day and before and after eating. We will continue to follow the 'catch it, bin it, kill it' guidance.
Cleaning	We have a cleaning team that will enter the building each night after the staff have left to carry out cleaning procedures. We are in regular communication with our cleaning company who follow clear guidelines. Each room also has cleaning materials to carry out wipe down of desks and door handles throughout the day.

First Draft – 19th May 2020

Updated when procedures change, policy is updated or a review is necessary

Please see individual risks for updates