

## COVID-19 HEALTH AND SAFETY POLICY-SBC Playgroup

### (based on the latest guidance dated 31 March 2021)

- All children and staff will wash their hands when they arrive at the setting.
- Other than a change of clothes in a wipeable carrier bag, children will not be permitted to bring items from home unless it is absolutely necessary for their wellbeing. Any such items should be left with their change of clothes and not taken to and from home. If inhalers or epipens are required, these will be kept with the playgroup first aid box.
- Outdoor space will be used as much as possible and all children will have an opportunity to play outside.
- Indoor areas will be kept ventilated.
- Children and staff will wash their hands regularly throughout the session, and staff will support the children in learning what steps need to be taken to keep them safe.
- The lidded bin situated by the snack table will be available for hand towels & tissues and this will be emptied regularly.
- Parents and visitors are not currently permitted into the hall unless it is essential. Parents will leave the children at the door and any who wish to speak to members of staff will do so in the outside area.
- Staff are aware of the challenges and emotional stress these changes may cause to some children and they will be available to comfort them as needed.
- All resources for play and learning will be washed/sterilised at the end of each session.
- All tables, chairs, surfaces etc will be wiped down with antibac wipes/spray as necessary during the session and washed/sterilised at the end of each session.
- All communal areas such as toilets will be cleaned after each child has used it. Staff will use a separate toilet and it is up to the responsibility of each member of staff to clean it after use. The toilets will be cleaned thoroughly at the end of each session.
- In the event of a **CHILD** developing Covid-19 **SYMPTOMS** whilst at playgroup, the parent will be asked to collect their child as soon as possible and isolate at home for **10 days** (or until they receive a negative test result) in line with the NHS guidelines. The parent should arrange to have the child tested as soon as possible, and inform the playgroup manager of the result upon receipt. Children should only return once they are feeling well again.
- Whilst waiting to be collected, the child will be isolated from the other children in the setting/group in a previously identified area. This area will be thoroughly cleaned once the child has gone home and toys and surfaces used by the child will be washed and sterilised.
- The staff member responsible for the child during this time will, where possible, be their assigned keyperson. Staff must wear suitable PPE in this instance.
- Advice will be sought from Public Health England and, if necessary, playgroup will close.
- All other parents will be informed that a child (or staff member) has been sent home with Covid-19 symptoms.
- If a member of the child's family/household has Covid-19 SYMPTOMS, the child WILL NOT be able to attend playgroup, but must remain at home until the end of the statutory 10 DAY isolation period (**this includes the day symptoms started and the next 10 full days**), or until that family/household member has tested negative – whichever is soonest.
- In the event of a staff member developing **SYMPTOMS** of Covid-19 whilst at work, they should return home immediately and arrange to get tested at the earliest opportunity. They must isolate at home for **10 DAYS (this includes the day symptoms started and the next 10 full days)**, or until they receive a negative test result and are feeling better.

- If a **member of staff** has a family member living in the same house with Covid-19 symptoms, then they should self-isolate until the end of the self-isolation period (**this includes the day symptoms started and the next 10 full days**), or until that family member has tested negative.
- **If a child or member of staff TESTS POSITIVE for Covid-19, they must complete the self-isolation period and ensure they feel better before returning.**
- **Test and Trace** will contact the parents or staff member for details of **close contacts** (ie people who have been within 2 metres of the child or staff member for more than 15 mins in the 48 hrs before symptoms started). These **close contacts will be advised to isolate for 10 days** (counting from the date of the last contact with the person who tested positive).
- All parents must adhere to the 2m social distancing rule, especially when dropping off and collecting their child. Face coverings must be worn when waiting.
- Only 1 parent/carer should be able to drop off and collect their child.
- Staggered drop off and pick up times may be used depending on the number of children attending. A one-way system will be in place in the waiting area and should be followed at all times.
- Parents are encouraged to limit the number of settings their child attends to avoid the spread of the virus. This will be regularly reviewed according to changes in the government guidelines.
- All staff must adhere to the 2m social distancing rule as much as they are able. Face coverings will be worn when in situations where social distancing is not possible, ie in corridors.
- Any vulnerable staff are to take necessary precautions as advised in government guidance.
- Staff will take part in the twice weekly Asymptomatic Covid-19 Self testing programme, using the Lateral Flow Devices provided by the DfE/DHSC.
- All rooms in use by the playgroup will be suitably ventilated throughout the session.
- A deep clean of the setting will take place at the end of the week. This will include thorough cleaning of the toilets and kitchen (including all surfaces and floors). Tables/chairs, windowsills, light switches, door handles/bars etc will be washed/sterilised. All floors/flooring to be washed down.

For more information, you can access the various Government Guidance documents via [www.gov.uk](http://www.gov.uk) and look under **Education, universities and childcare during coronavirus**. This includes a document aimed specifically for parents entitled **What parents need to know about early years providers, schools and colleges during COVID-19** which was last updated 30 March 2021.