Covid-19 Policy

Due to the continued spread of Covid-19 (Corona virus) I have created this policy to advise parents of the procedures I will be implementing. Covid-19 is classed as a pandemic and therefore some changes need to be applied in order to protect your children, other children and their families, and myself and my family.

Please note, as the advice is changing as the spread of the virus progresses, this policy will be updated as the guidelines change. I am following advice given by the government, local authorities, CIW and the NHS.

**Gradual Reopening of Childcare**

We were informed by the Welsh Assembly Government on 19/06/20 that we can gradually reopen to all children from 22/06/20. Bethan will be coming back to work as needed from 01/07/20. We have, however, been advised to keep to groups of no more than 8 children for the time being. I have decided that we will have just one group in my setting with both Bethan and I working with the 8 children in this group. This will be kept under constant review and I will be looking into the possibility of increasing to 2 groups if needed.

Stephen will now be permanently working from home. He spends most of the day though in a different part of the house from the children. Thomas, Christopher and Eleanor are also staying at home for the summer. Eleanor will be going for the “check in” days at her school. Stephen will be doing her school runs though, so the minded children will not be in the car with her.

I will, therefore, continue to be mainly working from the playroom with trips to the downstairs toilet and outside in the garden.

**Arriving / departing from my house**

To minimise the risk at handover I will need to keep 2m distance from yourselves. I request that only 1 adult who lives in your child’s household brings/collects your child. I will be operating a doorstep policy, meaning that adults will not be allowed into my home. If you phone/text me when you arrive, I will open the door and then your child will be able to walk carrying their own bags. I have arranged your drop off/pick up times so that only one family will dropping off/collecting at once.

**Pick up / drop off elsewhere**

If required I will come to collect / drop off your child at your house. When I get to your house, I will message you to let you know I am outside.

**Social Distancing**

Over the last three months I have realised that it is very difficult to social distance a small child. They want cuddles and reassurance. They also want to play with their friends. Therefore, I will not be expecting the children to socially distance from myself, Bethan or each other. I have, however, taken these following measures:

1. Increased my cleaning routine, wiping surfaces with antiviral wipes throughout the day as well as cleaning thoroughly every evening.
2. Introduced a toy and book rota system so that toys played with are put into a 72-hour quarantine to reduce cross-infection.
3. Having just one group of 8 children in my setting (as mentioned above this has the potential on being changed into 2 groups as lockdown eases more).
4. Making the most of my outdoor space.
5. I request that, for the moment, children do not attend more than one setting.
6. PPE – I have gloves, aprons, face masks and face shields for use if a child in my care comes down with symptoms. I also use gloves and aprons for nappy changing.

**Handwashing**

I will continue to encourage all children to wash their hands upon arrival, prior to eating, before they leave the house, when we return to the house after being outside, after each cough and where needed in between. I have hand sanitiser to use when we are out and unable to get to a sink. I will continue to use single use towels (flannels) which when used are placed into the bin under the sink and I then wash them when the supply is running low.

**Trips out of the house**

I take the children out on a daily walk. This is usually in the village, and should we meet anyone on these walks we will try to remain at a distance of 2m from them.

**Taking children in the car**

I am keeping the trips in the car to a minimum at the moment. As I have to pick up/drop off children in town, I do sometimes combine one of these trips with our daily walk. Each child has their designated car seat.

**Sickness policy**

My sickness policy still stands. However, I have a couple of additions to it. If your child, yourself, or anyone in your household are showing the following symptoms then your whole household should go into 14 days isolation.

Symptoms – The most common symptoms of coronavirus (COVID-19) are recent onset of:

* New continuous cough and/or
* High temperature and/or
* Loss of taste/smell

Please follow the guidance on <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

As with all other illnesses and exclusion periods I will be following the same rules for myself and my family. Should Bethan become ill or show any of the symptoms, she will self-isolate at her house. I will remain open; however, as I need Bethan to remain in ratio, I will have to ask some families to keep their children at home. I will discuss this with you all should this situation arise.

Testing is now available for Covid-19. If you or your child have coronavirus symptoms, it is a good idea to book a test because in the event of a negative result your child will be allowed back into my setting before the 14 days isolation is up.

Track and Trace. If a test result comes back positive the NHS Track and Trace system will require me to provide contact details of all children who have been in touch with the person who is ill. Under the GDPR, this is a legal requirement for me to pass on family contact details.

**Fees**

Obviously, money is a worry for all of us during this time. Therefore, I thought clarification would be helpful.

My policy on fees is that if I am open but your child is off for any reason, I charge full fees. If I am closed for any reason, then no fees are due. Therefore, if I must close my setting for 14 days due to either myself or a member of my household having symptoms I will not be charging. If you or your child are in isolation, then I will charge full fees.

If lockdown measures are reintroduced and I have to shut for non-keyworker children, I will continue to charge full for the hours used by the keyworker children, and I ask that those who are not using my service, if they could possibly pay me a retainer to ensure that I will be able to reopen once we are allowed to by the Welsh Assembly Government.

The C-CAS funding is available to provide free childcare for critical workers with children under 4. I am able to provide spaces for this free childcare. If you feel you qualify for this free childcare, then please let me know and I will send you an application form.

Please feel free to message, phone, email or discuss face to face any questions you might have. With your help, cooperation and understanding, we will hopefully be able to get through this worrying time with minimal disruption.

Date this document was last updated – 29/06/20