



ROMPERS PRIVATE NURSERY

PLAN FOR POTENTIAL LOCKDOWN



The following document will be used in the event of a further potential lockdown. This will be used in connection with Rompers latest Business Continuity Plan.

0-3 Side

Key Worker Children Only

Management used information sent out by the Scottish Government to allocate spaces for parents who were classed as Key Workers - Category 1. This was then sent to Angus council who will allocate the setting with the permission to be a childcare hub and offer spaces for children within the hub.

Wonder Wednesday

Practitioners will plan experiences for individual key worker groups at home, keeping in mind the age and stage of the children. This will help nursery keep a line of communication open with children and families who are not attending due to key worker status.

0-3 Children to use Baby Garden for outdoor learning to minimise contact with 3-5 side

Small group of children and staff use the large garden to continue their play and learning in. To minimise contact with other children and staff they will take their learning to the baby garden where they can continue to be safe from coming in contact with others out with their cohort.

Ventilation

Per current guidance it states that children should be in a well-ventilated area to prevent the spread and transmission of COVID-19. Staff will encourage all children to be in the outdoor environment, using interests and development stages to encourage this. All children will be appropriately dressed for all weathers possible and staff will monitor the health and wellbeing in the outdoor environment.

Enhanced Cleaning Procedures

Starbucks clean takes place within the nursery rooms every two hours, this will continue to be in place. Sterilising will continue to take place in every session with continued rotation of resources. Deep Clean to take place each night and further implemented by the cleaner once a week.

More Detailed Feedback on First Steps App

For children attending Emergency ELC, staff will provide more detailed feedback on our First Steps App. As feedback will be limited staff will be more aware of passing on important information to parents at feedback time.

Drop Off's and Pick Up's

Management will put in place staggered drop off and collection times for children and parents to minimise the number of adults arriving at nursery during busy periods.

My World Booklets/Development Trackers

All children whether attending or not attending in the emergency hub will have the lockdown recorded in their own My World booklets.

Staff will have fortnightly communication with parents in the form of covid update form which parents will fill out to let staff know of any changes at home.

New Starts

New starts will be put on hold while in a lockdown. Management will take the decision of who will keep their start date in line with their key worker status.

Social Distancing

Stay safe buckets are currently still in place. Spacing will be monitored and these will be moved in line with the government's current social distancing guidance. (1 meter or 2 meters)

PPE/Masks

All staff and parents will wear a mask to help to reduce the transmission of COVID-19. These will be worn for baby staff when handing over babies and toddler children will be encouraged to walk in but if not, staff will wear a mask for safety to themselves and parents.

These will be stored in an airtight container and accessible for all staff.

Parents will be emailed to say they must all wear a mask unless they have a medical exemption.

Weekly Planning Continued

Planning will continue for children attending nursery during lockdown. Children's interest and development will be in the forefront of planning.

3-5 Side

Key worker Children Only

Management used information sent out by the Scottish Government to allocate spaces for parents who were classed as Key Workers - Category 1. This was then sent to Angus Council who will allocate the setting with the permission to be a childcare hub and offer spaces for children within the hub.

Children will be allocated a space with their own age group in the corresponding room

Home Learning

Practitioners will plan experiences for individual key worker groups at home, keeping in mind the age and stage of the children. (Anti-Pre and Preschool) using the Parent Link App.

This will be set up into literacy, numeracy and health and wellbeing curriculum areas. Staff will have knowledge of these and plan accordingly for this.

Use of Garden and Cabin for Outdoor Learning

Children will spend time in the indoor environment and outdoor environment. Their learning will take place within this area as well as the cabin are where they can take shelter from the weather if needed.

Ventilation

Per current guidance it states that children should be in a well-ventilated area to help the spread and transmission of COVID-19. Staff will encourage children to be in the outdoor environment, using interests and development stages to encourage this. All children will be appropriately dressed for all weather possible and staff will monitor the health and wellbeing in the outdoor environment.

Feedback

As interactions with parents will be limited, staff will keep feedback to a minimal. They will feedback the most important information parents need to know. If any parents wish to have more information about their child's day, they are welcome to phone and speak to a member of staff.

Drop Off's and Pick Up's

Management will put in place staggered drop off and collection times for children and parents to minimise the number of adults arriving at nursery during busy periods.

My Worlds Booklets/Development Trackers Updated

All children whether attending or not attending in the emergency hub will have the lockdown recorded in their own My World Booklets.

Staff will have fortnightly communication with parents in the form of COVID update form which parents will fill out to let staff know of any changes at home.

Enhanced Infection Control Procedures

Staff will continue to take part in enhanced cleaning and infection procedures. This includes the Starbucks clean and rotation and sterilisation of resources with a deep clean each night.

No Blended Placements

Children who attend two different settings for learning will be asked to decide whether they are entitled to an emergency place at nursery or they wish to stay at their other setting.

Children would be asked to remain at their current provider unless they chose our setting to reduce the risk of the child mixing with a different cohort and then returning to our setting.

No New Starts

New starts will be put on hold while during lockdown. Management will take the decision of who will keep their start date in line with their key worker status.

Social Distancing

Stay safe buckets are currently still in place. Spacing will be monitored and these will be moved in line with the government's current social distancing guidance. (1 meter or 2 meters)

PPE/Masks

In line with the current COVID-19 guidance staff do not need to wear PPE and mask for collecting children if they are able to walk in. They will always be encouraged to do this.

If child is unable to do this staff will wear masks to protect themselves and parents.

Weekly Planning Continued

Planning will continue for children attending nursery during COVID-19. Children's interest and development will be in the forefront of planning.

Management

Deep Clean by Cleaner

Management will organise the cleaner to come in once a week and give the whole nursery a deep clean on top of the enhanced cleaning staff are participating in. This will take place at a weekend to reduce the transmission of COVID-19.

Out of Office/Work from Home

Members of management may work from home to reduce staffing in the building but will remain contactable by email for parents. As the nursery is still operational a team leader will be available to answer the phones and provide support to parents if needed.

Teams Meeting

If management need to be in contact with team leaders within the nursery, this will take place over a team's meeting to provide support and pass on relevant information.

Team Working Reduced Hours

Management will take advice from the Scottish Government and Angus Council as to how many staff can be in the building, which may affect working hours. This will be taken into consideration as to what level of senior staff and support staff will be in the building at any time.

Social Distancing

Staff members will follow the current social distancing procedures while in the nursery environments and on lunch breaks.

LFT Increased

Staff participate in twice weekly lateral flow tests, if necessary, this would be increased to ensure staff are healthy for attending the setting.

Viewings

Viewings will take place during the evenings when no staff and children are in the nursery. These will be limited to one parent and one member of management. Social distancing will be adhered to and correct PPE will be worn.

Staff CPD

During lockdown management will set out CPD training opportunities in line with their current training calendars. Infection control and COVID-19 guidance will be read over, and training opportunities will be given to increase staff's knowledge.

Travel/Holidays

Staff will be advised not to travel out-with their local area to reduce transmission of COVID-19. Taking holidays abroad will be discussed in length with management as to the nature of going away whether this is necessary and adheres to current guidance.

Emergency Childcare Hub

As the nursery will be an allocated Emergency Childcare Hub, management will ensure all children who are entitled for a space get this.

Council Funding

Local authority council will ensure all emergency childcare hubs get appropriate funding for the children they have taken on for emergency care.