

Parent Summary - Infection Control Measures 6th August 2020 (until further notice)

This update is to reflect the latest changes, and which measures are now part of the normal daily life at Rainbow Nursery. The government guidance recognises that social distancing isn't practical with young children and instead proposes nurseries work with small groups of children within a larger 'bubble', and where possible:

- contact between groups is reduced
- individual bubbles use the same area of a setting throughout the day
- the same members of staff should be assigned to each bubble and these should stay the same during the day and on subsequent days.

For any visits or settling in sessions please report to the main reception door.

Dropping off / Collection

Please come prepared with a face covering to wear if you are going to need to come within a practitioner's 2 metre zone to hand over your child. It is a practitioner's individual choice if they wear a face visor or face mask to the door. This is not policy and is left up to the individual practitioner. The procedure means parents will not be entering the buildings unless absolutely necessary for room access. At this time only the Starlights Room in preschool requires parents to enter the building, all other rooms drop off/ collections are to take place at the external door.

Paperwork (Accident / Medication / Existing Injury Forms)

We are adopting as close to a contactless drop off/pick up as possible and this extends to previously used paper forms for medication instructions and for notification of existing injuries.

If you wish to request and authorise us [to administer medication to your child please use this form](#).

If you need to [advise us of an prior injury your child will have on arrival at the setting, please use this form](#).

Both of these links are available on the [Information and Downloads page of our website](#)

In addition, if your child has an accident while at nursery we usually complete a paper report of this for your information and to sign off. We are using an online version of this and you will be emailed a pdf copy of the accident report. For our audit purposes we ask that you simply confirm receipt of the accident report by replying to the email. Obviously if you have questions about the accident, as you would have previously asked the practitioner about, please use your email response to ask, or give the manager mentioned a call.

Baby Nursery Rooms

For routine sessions please use the relevant orange/blue door or red/purple door. To enable deep cleaning of the baby rooms on a regular basis your child may move to a different room. If this is the case there will be a sign on the door telling you which door / doorbell to use for that session. For Early Bird sessions you will be instructed which door to use, prior to starting.

Drop off/ Collections may take a little longer than before so please respect social distancing if there is another parent waiting to drop off or collect their child.

Day Nursery

Day Nursery 1 Please can parents come to the conservatory door as before with social distancing queuing extending in front of the shed. The gate to Day Nursery garden and on to the main carpark will remain open during the main drop off and pick up times - this is to limit touch points. Please leave the gates open if they are already open when you get to them. Early Bird Sessions take place in Day Nursery 1 room.

Day Nursery 2 Please can parents come to the main day nursery door as before with social distancing queuing extending under the covered area. The gate to Day Nursery garden and on to the main carpark will remain open during the main drop off and pick up times - this is to limit touch points. Please leave the gates open

Preschool

Sunbeams Room - we ask parents to follow the marked one way system around the outside of the Sunbeams room and into the garden at the back and entry/ exit will be through the fire door at the rear, it will be marked with social distance markings. Once you have dropped off your child, please then exit through the gate into the main section of the car park to walk around the preschool building back to the car park at the front. Early Bird Sessions take place in Sunbeams Room

Snowflake Room - we ask parents to entry/ exit through the fire door at the rear of Snowflakes through the hard standing playground. The Snowflakes door is open between 8.30-5.30, outside of these hours if the door is closed please use the Sunbeams for drop off and collection.

Starlights Room - this is the one room that parents are required to enter the building and as such we ask that they follow specific instructions to reduce the risks.

- Please use the usual front entrance door to access preschool.
- Hand gel is provided for you to use before pressing the buzzer.
- On the video entry system use the Starlights buzzer
- In line with revised government guidance for the public inside shops, we are now requesting that you wear a face mask/covering at all times when inside the building.
- Internal doors will be propped open to reduce the amount of things you have to touch.
- We are requesting that you do not enter the toilets to wash your hands, simply drop your child and leave as quickly as possible. The practitioner will ensure the first thing your child does is wash their hands.
- If there is someone on the stairs, please wait at the bottom of the stairs for them to exit before going up.
- Please resist the temptation to hang around and chat with the practitioner - if there is anything we need to now please call, or use tapestry.
- Please leave the building by the rear preschool door. The magnetic door lock release switch is located on the top right side of door frame
- Hand gel is provided at the exit of the building
- Please leave through the preschool hard standing playground through the gate

The path to the side of Snowflakes (where the big christmas tree is) has been widened with a temporary surface to allow for two way passage with distance between.

Junior Club Room

Please can parents come to the main junior club door, with the social distancing queuing marked out on the paved area in front of the main building. If Junior Club are playing out back, please wait at the front and your child will be brought to you. Parents are no longer able to walk around to the top field/ adventure playground to collect their child. If there is no answer at Junior Club door, please ring the main reception doorbell and someone will fetch your child to you.

Arriving outside of 'normal' times

In any area of the nursery - If you arrive outside of 'normal' dropping off and picking up times and there are children playing in the gardens or playground that you need to enter to access the doors - please wait at the gate and get a member of staff's attention. They will then arrange for your child to be collected from you or brought to you. Please do not access areas where children are playing.

We request you do the following to play your part in keeping you, your child, and our staff safe.

- Please keep up to date with and follow government guidance, specifically that relating to self, and household isolation. If you or your child has symptoms do not attend the setting. If you needed to administer Paracetamol suspension or Ibuprofen within the last 6 hours do not bring your child to nursery as this can mask a child's true temperature.
- In the event of your child's practitioner testing positive we will advise you immediately and in line with government guidance your child, and their group, will need to isolate for 14 days.
- Please notify us of any non-attendance as usual, in particular if it relates to COVID-19 symptoms, or a diagnosis confirmed by testing. The nursery phone number is 01937 557 115 and this is our [Rainbow Notification Form](#).
- All the latest information from us will be on our [Rainbow COVID-19 Webpage](#)
- If your contact details have recently changed please ensure we have them. Please remember that if your child develops a temperature while at Rainbow our current extended policy will require you coming to collect them straight away.
- Where age appropriate, when your children are at home please reinforce positive behaviours regarding hand washing and coughs/sneezing into tissues, or elbow.
- Please wash your and your child's hands thoroughly before leaving your home.
- Please do not bring any unnecessary items from home, we need to minimise the items travelling backwards and forwards.
- We ask that only a single parent/carer drops off/collects a child and where possible the same parent/carer attends both drop off and pick up. We strongly advise that household members classed by government guidance as vulnerable do not attend site.
- Please use common sense, and maintain social distancing when moving about the site, being vigilant in the car park as always. Follow lanes and one way markings where you find them.
- Door bells, and gates are disinfected twice daily, and a hand gel dispenser has been provided at the high contact areas.
- When handing over your child will require close physical proximity to a practitioner, for your and the practitioners safety, we require you to wear a face covering. We have asked our practitioners to also consider wearing face covering at this time, but also to have regard for the specific child's welfare as being handed over to a masked practitioner may be distressing to some children.
- We are temporarily suspending parent sign in/out on the registers. Practitioners will instead sign children in/out and you will be verbally asked to confirm if any medication has been used.
- We are temporarily simplifying our accident, existing injury, and medication documentation to reduce cross contamination risk and maintain social distancing.
- Please check you have access to your child's Tapestry account and check this regularly as we will be using this for messaging on top of it's usual purpose.
- We recommend hand washing on return home from the setting.

We sincerely appreciate your understanding and adherence to our policies and the additional measures we are putting in place. As ever, should you wish to discuss anything contained in here please contact Lisa Watson, Karl or Harriet Shields by email or phone.