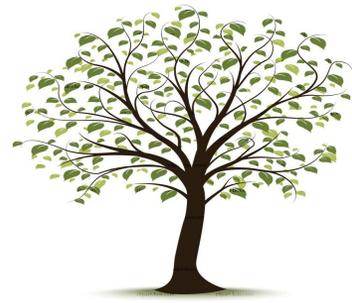


COVID-19 SAFETY MEASURES

We aim to provide a relaxed, informal and friendly environment where children feel safe and happy.



Welcome!



We hope you and your families are well. We are looking to re-open on the 3rd June provided the government confirms that it is safe to do so. We are using a phased return to enable us to ensure the safety of children and staff. We have prioritised vulnerable children, critical worker children, 3&4 year olds that will be starting school and the children of parents needing to return to work.

We need to be honest with you and state that we are unable to socially distance children of this age. The reason childhood illnesses spread rapidly is because children are unable to stay away from each other.

There are still many unknowns in relation to this pandemic, and I am not sure that we will have answers anytime soon so we can only offer a service and allow you to make your own decision on what you do with your child for your individual circumstances. We do not think we can make a decision on your behalf but are happy to talk with you about what we have put in place.

We currently have a staff team willing to be at work regardless of the risks to them which puts us in position to re-open but with restrictions in place. We therefore request you to carefully read, understand and adhere to this guidance.

Despite every effort on our behalf to ensure that our children and staff are safe, every child in the setting will be admitted with the understanding that parents have understood the risks that are involved and they are aware and agree to adhere to our safety guidelines. Should we feel that parents are not adhering to the guidelines or proving to come across difficult and challenging then under the current circumstances we will have to ask them to take their children away until situations change. Patience, tolerance and flexibility is key for the safety of everyone in these difficult circumstances.

Kind regards, Jo

Our Safety Measures

1

Drop off and Pick ups

We will be staggering drop off and pick up times to ensure social distancing is maintained and so that not all children enter and leave at the same time. Please arrive at the time you have been allocated.

Please talk to your children and watch the short video to prepare them for their return to pre-school so they are ready to come in by themselves as we will not be able to physically take them.

We are asking that 1 adult only and preferable the same person consistently drops and pick up the children.

Please pass messages quickly to the staff member on the gate or text in prior to arrival.

We ask that you move quickly away from the entrance and do not stand talking with other parents.

When picking up at the end of the session please remain socially distanced and we will bring your child out to you as quickly as we can.

2

Parent's Queue

2 metre markers will be set out on the ground at the entrance; parents will be expected to adhere to the social distancing rule outside the pre-school premises keeping 2 metres apart.

Parents will not be permitted to gather outside the pre-school.



Our Safety Measures

3

Cleaning



The pre-school staff will carry out a deep clean before children return on Wednesday 3rd June, indoors and outdoors.

The Air-sterile unit has been serviced and is in full working order. This unit sterilises the Conker Class environment.

We will be undertaking regular cleaning procedures throughout the day to minimise the risk of any germs spreading following our 'Daily Cleaning Schedules'.

We have purchased a washing machine and dishwasher for daily use in the setting.

We will be following the governmental guidance:
<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

4

Transport

Parents are requested to avoid using public transport where possible. We advise you to come by car, walking or cycling.

If in the unfortunate circumstance your only option is to use public transport then you will be required to adhere to the social distancing rules ensuring that you remain 2 metres away from others.

Our Safety Measures

5

Presentations / Trips

We will cancel all social events which include our yearly presentations, trips and leaver's service for the foreseeable future.

We will find a solution to celebrating with the children going to 'Big School'.

6

Snack & Lunch Club

We will stagger our snack and outdoor times and use other areas of the pre-school to ensure that bubbles of children are spaced out so that social distance can be maintained as much as possible.

Children need to bring in a healthy snack and drink bottle each session.

When we can, and children begin attending longer days we will stagger lunch for children within their bubbles.

Our Safety Measures

7

The Environment

We will continue to provide care and education in small bubbles with a maximum of 8 children per bubble. The government guidelines state a maximum of 16 children can attend at any one time.

Children will have an allocated adult known as a 'key worker'.

When we begin to open to more children we will need to consider the sessions we can offer. Our aim to keep each bubble consistent with the same adults and children throughout the day.

8

Hand-washing

We will ensure our children are washing their hands at least 20 seconds across the day, particularly:

- Upon coming into pre-school;
- After sneezing or coughing;
- Before and after handling or eating food;
- After going to the toilet;
- Before leaving to go home.

We will also be placing hand sanitisers in all communal areas for the staff.

Our Safety Measures

9

Promoting good hygiene

The nursery will promote regular good hygiene materials to ensure they are maintaining a good hygiene.

Where we use songs we will share these with parents / carers.



10

Personal Protective Equipment - PPE

The children and staff will not be required to wear PPE in the setting.

However, the pre-school will ensure enough supplies of PPE are stored such as disposables gloves, aprons and face masks, should we need them such as in the case of a child falling unwell whilst on site.

We will continue to use PPE in line with our 'Personal Care Procedures' e.g. nappy changing.

Our Safety Measures

11

Children that become unwell

If you or anybody in your family becomes unwell with a continuous cough, temperature or loss of taste and smell, then the whole family will need to isolate for 14 days in line with government guidance.

If any child becomes unwell with the above symptoms they will be sent home. Whilst the child is awaiting collection, they will be placed in isolation with a member of staff away from others until they are picked up. It is vital we are able to get in touch with parents immediately; therefore please ensure we have your most up to date contact details.

12

Stay at Home

Any children living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding from coronavirus, should stringently follow the guidance on social distancing and minimise contact outside the home, such children are advised not to attend the setting.

Our Safety Measures

13 Parent & Staff communication

Face to face communication between staff and parent will be minimal.

Please pass messages at the gate or send a text prior to arrival.

Visitors and Meetings

We will try to avoid any non essential visitors to be on the site until further notice.

All meetings with the manager and key workers must be held via a phone call or other form of technology e.g. Zoom.

14 Clothing

Please ensure hygiene is maintained and that children come in with fresh, clean clothes daily.

We need all children to have 2 spare sets of clothes to stay at pre-school. We will wash these as required. We need to avoid transferring germs on clothing between home and pre-school.

Buggies & Ride-Ons

Buggies and Ride-Ons will not be permitted to be left at pre-school until further notice.

Parents bringing children in buggies will need to take the buggies home after dropping them off.

Our Safety Measures

15

Bags and Toys

Children will not be allowed to bring in toys or comforters from home. All parents will be required to leave a clearly labelled carrier bag with 2 changes of clean clothes at pre-school.

If children need to be changed, their clothes will be washed and replaced in their bags. These bags will be kept at pre-school for the remainder of the term.

16

Helpful Links

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

<https://www.gov.uk/coronavirus>

<https://111.nhs.uk/covid-19/>

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

The Staff Team Term 6

Acorn Bubble



**Jo – Manager, SENCO
& DSL (QTS)**



**Beth – Practitioner
Level 2**

Conker Bubble



**Kathrin – Deputy
Level 3**



**Nikki – Practitioner
Level 3**



**Holly – Practitioner
Early Years Educator**



**Millie – Apprentice
Practitioner**



**Bertie –
Practitioner & DSL**



**Anna –
Practitioner QTS**



**Kira – Practitioner
Christ Church
Teacher Training**

Our Vision

We offer high quality education, childcare, family involvement and adult learning in a supportive, caring and secure environment where everyone is valued.

- Value and respect all individuals.
- Celebrate differences and similarities between people and cultures.
- Have fun working and planning our play together.
- Develop listening and communication skills to become confident communicators.
- Create a life long love of learning through a broad and balanced curriculum.
- Provide services for children families and the local community.
- Learn to be healthy active and safe.
- Develop good manners and appropriate behaviour.
- Build on strengths.
- Motivate children to do their best and fulfil their potential.
- Develop imagination, exploration, investigation, and independent thinking.

Our Aims

At Treetops Pre-school we aim to provide the best for each individual and their family. We believe children learn best through play and aim to provide an environment that supports high quality play opportunities.

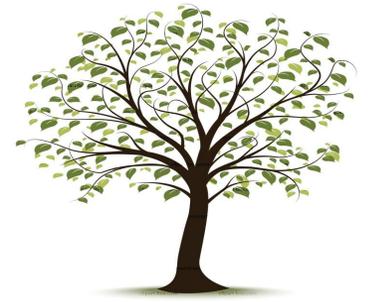
Philosophy of Care

We aim to provide a caring, supportive and interesting environment for each child and provide individualised development and learning plans. These are of the utmost importance to create stability, maintain continuity and provide a good balance between flexible and structured routines, in which every child can grow and flourish.

Helping your child to grow!



Policy and Procedure



Policies

Our staff can explain our policies and procedures to you. Copies of which are available in the setting and also on our website – treetops-preschool.org.uk

Our policies help us to make sure that the service provided by our setting is a high quality one and that being a member of the setting is an enjoyable and beneficial experience for each child and her/his parents.

Our staff and parents work together to adopt the policies and they all have the opportunity to take part in the annual review of the policies. This review helps us to make sure that the policies are enabling our setting to provide a quality service for its members and the local community.

Special Educational Needs and Disability (SEND)

To make sure that our provision meets the needs of each individual child, we take account of any special needs a child may have. We work to the requirements of the Special Educational Needs and Disability Code of Practice: 0 to 25 years (2015).

Our Pre-school Special Educational
Needs Co-ordinator is:
Jo Gunne

The Acorn Class
has 8 places available for children
with Severe and Complex Needs.

Safe-guarding

Our setting has a duty under the law to help safeguard children against suspected or actual 'significant harm'. Our employment practices ensure children against the likelihood of abuse in our setting and we have a procedure for managing complaints or allegations against a member of staff.

Our way of working with children and their parents ensures that we are aware of any problems that may emerge and can offer support, including referral to appropriate agencies when necessary, to help families in difficulty.

Designated Safe-guarding Leads (DSLs)



Safe-guarding is everyone's responsibility!