

C19 Preventative Steps

All children need to be kept within their bubbles, other important steps to help limit the spread of coronavirus should be implemented, both within the Setting and between Settings where there are shared facilities (e.g. corridors, toilets), as well as protecting staff. These preventative steps include, but are not limited to:

- Staff to be sent home immediately if they are displaying symptoms of Coronavirus. Staff should then follow the current guidelines on isolation (<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>).
- If a child arrives displaying symptoms of coronavirus, they should be separated from the rest of the children and their parents should be contacted to collect them immediately. If the member of staff caring for this child is not able to maintain a distance of 2 metres, then personal protective equipment (PPE) should be used – e.g. disposable apron, mask and gloves. These should be disposed of following government guidelines. (<https://www.gov.uk/guidance/coronavirus-covid-19-disposing-of-waste>).
- Staff not to attend social gatherings of over 15 people in attendance, as this may put themselves, staff and children risk.
- If it is found that a member of staff has attended a social gathering within the last 14 days, they will be asked immediately to self-isolate for no less than 10 days and to contact their manager periodically to let them know whether or not they are displaying symptoms. If symptoms become present, staff should get advice via NHS Test & Trace to self-isolate. Staff should follow the current guidelines on isolation (<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>).
- Staff to wear a facemask of face covering when travelling to and from work on public transport.
- All staff to practice and encourage good personal and hand hygiene at all times.
- Consider if additional staff are needed in order to manage Settings/bubbles of children and promote social distancing.
- Children to be received and collected from outside the Setting.
- Children to be signed in and out by staff using their own pen which is not shared with others.
- When the children arrive, the first thing they should do is wash their hands with soap, for a minimum of 20 seconds. Children to be sent one by one, to help maintain social distancing – if possible, keep the children outside until it is their turn to go and wash their hands. Alternatively, set up a number of hand wash stations (either bowls with soap and water, or failing that bottles of hand-gel) set up at the door to your Setting, so that several children at the same time can wash their hands before they go inside.
- Arrange sessions so that they take place outdoors as much as possible.
- If children are indoors, keep windows and doors open to keep the space well ventilated.
- Discourage children from touching each other and avoid activities that would bring children into close proximity for extended periods (e.g. playing inside dens, working together on the same model, reading a book together etc).
- Keep children in their existing small groups/bubbles within the Setting, and discourage the mixing of groups/bubbles.
- Individual groups/bubbles should use the same area of a Setting, as much as possible, throughout the session.
- Encourage children and staff to wash their hands regularly, throughout the session, especially after going to the toilet, before and after eating, after coughing or sneezing.

- Have tissues readily available for use, when sneezing, and dispose of these, in a lidded bin, immediately after use.
- If tissues are not available, children should be encouraged to cough or sneeze into the crook their arm.
- Discourage children and staff from touching their faces.
- Snacks should be taken in rotation or within small groups and or bubbles to prevent children from sitting too close together.
- A member of staff should serve food to individual children instead, to reduce the risk of the food from becoming contaminated.
- Ensure that frequently-touched surfaces, such as handles, door plates, light switches, table tops and toys are regularly cleaned with anti-bacterial spray or wipes, before, during and after each session.
- Remove toys that are difficult to clean.
- Remove all soft toys and unnecessary soft furnishings, such as cushions and rugs.
- Try to reduce the sharing of toys and equipment between groups. Ensure that toys and equipment that are shared between groups can be easily cleaned between use.
- Adapt the arrivals and collection procedure, so parents collect their children from outside the club – update policies and procedures to reflect this. Staff to get children ready for collection from the outside door.
- Don't allow visitors, e.g. delivery drivers to enter the premises.
- Children who live with someone in the vulnerable categories, they should only attend a childcare setting, if stringent social distancing can be adhered to – this may not be possible for very young children or older children who lack the capacity to follow the instructions.
- Ensure that staff and parents are fully informed of changes to practice, to ensure that new procedures are correctly implemented.
- Make sure staff are aware of the Government guidance to ensure that they are prepared and taken all possible steps to minimise the risk to themselves and children.