

15<sup>th</sup> May 2020

Dear Parents,

We are looking forward to hopefully being able to open soon. As part of our plans we have been working hard to ensure that we can open as safely as possible and reduce the spread of the Covid-19 infection as much as possible.

Below is an outline of how we plan to operate once open. We would really appreciate it if you could follow these procedures and inform anyone else who may collect or drop off your child.

- We ask that no children come to the setting if they have any of the symptoms, such as a high temperature or persistent cough. They will have to follow NHS recommended isolation periods of 7 days for either of those symptoms. We also ask that no parent with any of these symptoms comes to the nursery and that the children isolate for 14 days if a family member contracts Covid-19. We will contact you if we think your child is unwell at nursery and they will have to isolate at home for 7 days.
- Hand sanitizer will be available outside the front door. Parents and children must apply this before entering.
- We will only allow one parent inside the building at any one time. You may be asked to wait outside if another parent is inside.
- Children will have increased hand washing times and be encouraged to do this for 20 seconds at a time.
- The setting will be cleaned throughout the day and thoroughly at the end. High volume areas and toys will be cleaned regularly and good infection control procedures will be followed by all staff, including the wearing of PPE for nappy changing and food preparation.
- Some activities and toys will be limited due to their increased risk. Sand play and malleable materials, such as playdough, will not be available to the children until the risk level has decreased further. We will also exclude any nursery soft toys.
- Although we would normally promote the older children's independence through serving their own food and drinks, at this time, staff will serve all food and snacks to limit the amount of handling.
- We ask that children do not bring in any toys from home, unless it is used as a comforter and is needed for reassurance or sleep times.
- As per our normal procedures, children will not share bedding and this will be washed regularly.
- We will try to make use of the outside garden space as much as possible to help with social distancing.

We know that settling a child into a new setting can sometimes be difficult and that children will need some reassurance from staff. We will continue to reassure children as normal, as staff understand the emotional support they need and we hope to achieve a good balance during the transition period.

At this time we only have a small number of children on roll, so we feel confident that the rooms are large enough for the children to still play freely and not be crowded.

We understand that this has been a time of great uncertainty and anxiety for all and we want to be able to provide a safe and welcoming environment for our children and families. We hope you will be able to help us achieve this by following the procedures we have put into place.

We have completed a full risk assessment. If you would like to view this it is on our website and we will continue to review procedures as the situation develops. Please let us know if you have any questions.

Thank you for your support.

Small Steps Staff