

HAPPY DAYS CLUB AND NURSERY SCHOOL COVID-19 POLICY

Happy Days Club and Nursery School recognises that careful planning is essential in order to keep the children and our staff safe, and to limit the spread of coronavirus/Covid-19, within our setting. Accordingly, we have conducted a thorough Covid-19 **risk assessment** and will review it monthly and whenever Government guidance changes.

This policy outlines the practises and procedures that Happy Days Club and Nursery School will take to minimize the risk of transmission of Covid-19 within our facilities and also detail our escalation and response plans should any children or staff contract the virus.

These policies and codes of practice will be reviewed monthly and when government guidance changes to ensure that they reflect the most current advice.

Covid-19 symptoms

Covid-19 is a viral, respiratory disease, which is spread from person to person by close contact. It typically causes fever and a dry cough, and in some cases may progress to viral pneumonia which cannot be treated by antibiotics.

The main symptoms of coronavirus (COVID-19) are a high temperature, a new, continuous cough and a loss or change to your sense of smell or taste:

a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

If you have any of these symptoms, get a PCR test (test that is sent to a lab) to check if you have coronavirus and stay at home until you get your result, even if the symptoms are mild.

Self-isolation guidance

The current guidelines on Self-isolation were updated on August 15th 2021 and are highlighted below:

When to Self-isolate:

Self-isolate straight away and get a PCR test (a test that is sent to the lab) on GOV.UK as soon as possible if you have any of these 3 symptoms of COVID-19, even if they are mild:

a high temperature

a new, continuous cough

a loss or change to your sense of smell or taste

You should also self-isolate straight away if:

you've tested positive for COVID-19 – this means you have the virus

someone you live with has symptoms or tested positive (unless you are not required to self-isolate – check below if this applies to you)

you've been told to self-isolate following contact with someone who tested positive – find out what to do if you're told to self-isolate by NHS Test and Trace or the NHS COVID-19 app

When you do NOT need to self-isolate:

If someone you live with has symptoms of COVID-19, or has tested positive for COVID-19, you will not need to self-isolate if any of the following apply:

you're fully vaccinated – this means 14 days have passed since your final dose of a COVID-19 vaccine given by the NHS

you're under 18 years, 6 months old

you're taking part or have taken part in a COVID-19 vaccine trial

you're not able to get vaccinated for medical reasons

Even if you do not have symptoms, you should still:

get a PCR test on GOV.UK to check if you have COVID-19

follow advice on how to avoid catching and spreading COVID-19

consider limiting contact with people who are at higher risk from COVID-19

How to self-isolate:

You must not leave your home if you're self-isolating.

do not go to work, school or public places – work from home if you can

do not go on public transport or use taxis

do not go out to get food and medicine – order it online or by phone, or ask someone to bring it to your home

do not have visitors in your home, including friends and family – except for people providing essential care

do not go out to exercise – exercise at home or in your garden, if you have one

Procedure for infection or suspected infection

Any child who develops symptoms which could be Covid-19 while at Happy Days

Will be isolated from the other children until the child can be collected by his or her parents

The child's parents will be contacted immediately and asked to come and collect the child

If the child becomes seriously ill, we will call 999.

The responsible staff member will wear PPE whilst interacting with the child and once the child has left should change their clothes before returning to work.

The area where the child was isolating will be left vacant for 72hrs before being deep cleaned and then returned to normal use

The child should take a Covid-19 test and follow all NHS self-isolation guidelines

The parents should keep Happy Days updated about the child's ongoing health

Any member of staff who develops symptoms which could be Covid-19 while at Happy Days:

Will be sent home immediately

They should take a Covid -19 test and follow all NHS self-isolation guidelines

Keep Happy Days updated about their ongoing health

If children or staff experience any symptoms of Covid-19 they must not attend Happy Days until all symptoms have passed and they feel well.

Operating Practices

Happy Days Club and Nursery School has implemented revised operating practices in response to the current outbreak of Covid-19 and these practices are outlined in the Operating Practices Matrix. A key element of this document is that it includes additional actions that will be taken should there be an escalation in the number of recorded Covid-19 cases. This document is reviewed monthly to ensure that the identified practices are kept up to date to reflect any changes in the NHS guidance.

Key areas covered within the Operating Practices Matrix are:

- Attendance
- Arrival / departure
- Physical distancing / grouping
- Hygiene
- Premises
- Well being & education

In addition to the specific practices detailed in the matrix Happy Days will also:

- Ensure that all staff have received training in, and understand, our new procedures
- Display posters and information to promote infection control
- Ensure that adequate supplies of cleaning materials are available within Happy Days
- Dispose of waste promptly and hygienically
- Provide tissues and suitable facilities for their disposal.

The Operating Practices Matrix identifies not only the current practices in place but also additional practices that may be implemented as part of our contingency framework.

Contingency Framework

The current government advice on contingency planning is summarised below:

The Government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic.

Measures affecting education and childcare may be necessary in some circumstances, for example:

to help manage a COVID-19 outbreak within a setting

as part of a package of measures responding to a Variant of Concern (VoC) or to extremely high prevalence of COVID-19 in the community

to prevent unsustainable pressure on the NHS

The overarching objective is to maximise the number of children and young people in face-to-face education or childcare and minimise any disruption, in a way that best manages the COVID-19 risk.

Decision-makers should endeavour to keep any measures in education and childcare to the minimum number of settings or groups possible, and for the shortest amount of time possible.

Decision-makers should keep all measures under regular review and lift them as soon as the evidence supports doing so.

Happy Days Club and Nursery School has developed contingency plans which outline the actions we will take if there are local outbreaks of Covid-19 within our premises. These are detailed in the Operating Practices Matrix.

Positive Covid-19 cases will be recorded at the specific settings and include all Nursery children, Out of Schools club children and Staff who test positive AND were present in that setting less than 72 hrs prior to receiving the test result.

Level 1 - Standard Operating Practices – which are in place currently and when there are less than 3 recorded positive COVID-19 tests within the attendees at a specific setting.

Level 2 - Additional Practices will be implemented once the number of positive test results exceeds 2 within a rolling 10 day window at a specific setting.

Level 3 - Additional Practices will start to be implemented once the number of positive test results exceeds 5 within a rolling 10 day window at a specific setting

Level 4 - Additional Practices will start to be implemented if there are significant local outbreaks that may affect Happy Days, such as an outbreak within a school year group, that may result in sending specific year groups home. These cases and subsequent actions will reviewed with the appropriate local authorities.

The specific setting will remain at the higher level of Operating Practices until a further 3 days after the number of cases has reduced below the threshold for the prior 10 working days.

All decisions relating to the escalation process and changes in Operating Practices will be made by Helen Hall in conjunction with the senior staff at each setting and the relevant authorities.

Closure

The latest Government advice clearly states that closure should only be considered in extreme circumstance and we will follow that advice, however there may be circumstances where we may need to temporarily close, for example if we have insufficient staff due to illness to run sessions safely. If this occurs the manager will contact Cheshire East for further support and guidance, before taking any actions.

In the event that we have a local outbreak of Covid-19 associated with Happy Days, we may need to close if advised to do so by the local Health Protection Team in order to limit the spread of the virus.

If Happy Days needs to close, the manager will notify parents or carers as soon as possible. The manager will also inform the local Early Years or Childcare service as well as other relevant parties, eg feeder schools, other users of shared premises, etc. The manager will also notify Ofsted of the closure.

Key links

When to self-isolate and what to do:

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>

Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Protective measures for holiday or after-school clubs and other out-of-school settings for children during the coronavirus (COVID-19) outbreak:

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/covid-19-actions-for-out-of-school-settings>

Managing coronavirus (COVID-19) in education and childcare settings:

<https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings>

Travel abroad from England during coronavirus (COVID-19):

<https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19>

<p>This policy was adopted by:</p> <p>Happy Days Club and Nursery School Ltd</p>	<p>Date: 1st September 2021</p>
<p>Review Date:</p>	<p>Signed:</p> <p>Helen Hall, Director</p>