



Brighton Road Baptist Church Playschool

COVID-19 Updates and adaptations

The principles of our policies and procedures remain in force. However, some changes and adaptations will be needed as we stay open during the current pandemic. These are listed as follows:

1.02 Safeguarding children, young people and vulnerable adults

All staff will remain alert to any signs that during the current COVID-19 outbreak a child in their care is suffering from or likely to be suffering from harm. This includes signs of neglect that may be caused by extraordinary circumstances due to measures to curb the spread of the virus.

Where vulnerable children are not attending the setting we will liaise with the Early Years Advisor and inform other agencies involved with that family.

1.03 Looked after children

Stay and play sessions are suspended during the Covid pandemic.

1.04 Confidentiality and access to records, 1.05 Information sharing, 5.02 Provider records, 6.02 Working in partnership with other agencies

During the COVID-19 outbreak there may be the need to keep additional records as part of outbreak management.

A central record of all confirmed cases of COVID-19 that affect any member of staff or service user is held. This record does not contain personal details about the individual (unless for a member of staff). Records are kept of individual cases of children/families who are self-isolating due to symptoms. In all cases the principles of data protection are maintained.

1.08 Supervision of children on outings and visits - Suspended

During the outbreak, trips and outings are suspended. Children will still have access to outdoor play and learning opportunities.

1.13 Promoting Positive Behaviour

This is an unsettling time for young children. Practitioners are alert to the emotional well-being of children who may be affected by the disruption to their normal routine. Where a child's behaviour gives cause for concern, practitioners take into consideration the many factors that may be affecting them. This is done in partnership with the child's parents/carers and the principles of this procedure are adhered to.

1.14 Animals in the setting – Suspended

There will be no visits of animals to the setting during covid-19.

1.16 Appendix Managing children who are sick, infectious, or with allergies – COVID-19

We have a new policy appendix for use during COVID-19.

1.19 Food and drink

During COVID-19 we will provide snack food and drinks in setting rather than rely on parent contributions of food, voluntary financial contributions will be requested to support this.

The following procedures will be followed as usual, with extra care taken to emphasise hygiene procedures:

- Hands are washed prior to being given food or drink.
- Staff who are eating with the children must role-model current hygiene best practice.
- Tables are never overcrowded during snack times. Some social distancing is encouraged even though it is acknowledged that children will play in close proximity for the rest of the session.

2.01 Employment and Staffing

During the COVID-19 outbreak, staff will be deployed as per the government guidance. Relaxation of the rules on ratios may be implemented only in exceptional circumstances, and only during the COVID-19 outbreak period. Any relaxation of ratios must be based on a risk assessment approach and with the authorisation of the manager. Otherwise the following procedure applies.

During the COVID-19 outbreak early years staff are themselves considered to be 'key workers'. If staff cannot source care for their own children then they are able to bring their child to the setting, ensuring that as far as possible, they adhere to the criteria below and ensure they are not breaching conditions of their insurance provider:

- where members of staff have their own children with them at the setting, the age of the child must fall within the stipulated ages of the setting's Ofsted registration
- where members of staff are likely to be working directly with their own children, this is subject to discussion before commencement with their line manager.

2.04 Student placements

During the pandemic, student placements may be disrupted.

3.01 Risk assessment

A full COVID-19 risk assessment has been completed and is updated as needed to reflect new guidance and situations.

3.05 Clearing up bodily fluids

Covid 19 current guidance will be followed for any cleaning which involves a suspected covid case. See operational procedures and 1.16 sick child covid appendix.

6.01 The role of the key person and settling-in

During the COVID-19 outbreak it is likely that some children will not have their usual key person. Where this is the case, the principles of the key person role are followed as closely as possible.

Our usual settling in processes will not operate as parents are not permitted in setting during COVID-19. This means that some key person responsibilities may be carried out by managers or other members of staff. This will be done to ensure as smooth a service as possible during the pandemic.

Any temporary staff must be trained to proficiently and safely administer medication and medical procedures for individual children. They must also adhere to the guidelines and procedures on caring for the individual needs of children with SEND, as detailed in their Health Care Plans.