

## **Top Chapel Day Nursery**

### **Coronavirus Emergency Policy & Procedures**

- Wash hands and take temperatures on arrival all children and staff
- All visitors now cancelled
- Pregnant women and those with young babies asked not to enter building (We will collect children from outside)
- Grandparents asked not to enter the building (We will collect children from outside)
- All other parents to wait in porch and not enter building
- Isolation for 14 days if yourself or direct family member has symptoms
- Changes of opening hours – May reduce hours to all work one shift e.g 8am – 6pm due to high absense of staffing
- Take children outdoors in the fresh air as much as possible
- Ensure children have plenty of fluid – Staff can have warm drinks out of the way of children
- Deep clean daily especially door handles, banisters and surfaces and consolidate rooms
- All plates, cutlery etc must go in dishwasher on high wash
- There may be a shortage of supplies e.g baby wipes, nappies, certain foods – please be cautious with these – If supplies continue to dwindle we may have to request parents bring in wipes, packed lunched etc
- Wear PPE when dealing with bodily fluids and cleaning
- Wash and change uniform every evening (Just wear black if you have no more uniform available)
- If child is unwell do not give mouth to mouth just chest pumps (or use a face shield)
- Info and up to date advice can be found on Public Health England and NHS websites
- Sanitizers are outside all rooms for staff members and in the entrance
- Snuffle stations have been added to all rooms to promote good hygiene practices and cough into the tissue when necessary