

COVID-19 PRECAUTIONS TO KEEP THE LJS NURSERY SCHOOL COMMUNITY SAFE. UPDATED NOVEMBER 2020.

We are providing you with quite detailed information about how the LJS Nursery School will operate this term and throughout the year. This to reassure our parents how seriously we are taking our ongoing Covid-19 precautions. Our risk assessments will be reviewed regularly. These are the boundaries we will be operating under, based on the latest government regulations which may be subject to review and change.

We have thoroughly risk assessed all areas of our school operation and made some significant changes. This is to ensure we minimise any risks and give the children as much normality as possible. I am sure you understand we can only significantly reduce risks we are aware of, but we cannot eliminate all possible risks.

However, we are a very dedicated and creative team, so please be rest assured our existing high levels of safety and care and the unique spirit of the LJS Nursery School will prevail throughout, and the children will as always have a wonderful experience.

All parents, relatives and carer's will be required to sign and abide by a new home/school agreement on current health and safety measures, related to government Covid-19 regulations. This is to ensure we all commit to keeping each other safe. We will email the latest version to you and a signed copy must be returned on your child's first day for them to be admitted to school.

ATTENDANCE AT NURSERY

Only children and parents who have completed the required quarantine period, if they have travelled outside the U.K. are symptom free or have completed the required isolation period can attend the school. The school and our parents have requested, that even if you have returned from a country with an air bridge, you may have mixed with passengers from flights who may be required to quarantine in passport control. We have parents who are in the highest shielding group within the school, so please delay your start back to school for two weeks to ensure you are clear. Please email the office on nursery@ljs.org for advice if this is the case, and arrange a later start date. This is obviously essential as well if you have not yet completed the required quarantine or isolation periods. This includes all members of your family bubble and your carer's family bubble.

We are using non-contact temperature scanners to monitor the children each morning, we will routinely check your child's temperature in a non-invasive way, as part of their drop off and hand washing routine. We are relying on each of you personally, to be extra cautious about your child's and your family's health, each morning before leaving for school. If you have the slightest doubt, please stay at home and call school immediately on 02074321294, so we can risk assess you.

Please note, our policies, for access to Nursery school as related to the shielded and vulnerable are as below:

Children who have been classed as clinically extremely vulnerable due to pre-existing medical condition and have been previously advised to shield, must seek permission from their GP and provide school with written permission from their GP with any precautions that are required. This will then be, thoroughly risk assessed in partnership with their parents prior to the child being admitted to school.

Please seek advice from your GP if you are unsure.

A child who lives with someone who is clinically vulnerable (but not extremely clinically vulnerable), including those who are pregnant, can if they wish, attend their education or childcare setting.

A child living in a household with someone who is extremely clinically vulnerable, as set out in the previous shielding guidance on the government website, should seek advice from their GP to understand what precautions they should take, if their child is attending school. We are happy to risk assess this with parents individually, to help you make an informed decision.

THE "NEW NORMAL" AT THE LJS NURSERY SCHOOL TERM 1 (will be reviewed termly in advance)

TRAVEL

Wherever possible parents and carer's should travel to nursery alone, using their own transport or by walking.

If public transport is absolutely necessary for your journey, all current government guidelines must be followed by adults (in terms of masks) and by everyone in your family, as regards distancing and hand sanitising. Children under 11 years of age are not required to wear masks.

The regulations do not allow for buggies, car seats and scooters to be left in the building at present, so they need to be parked outside at drop off and then taken home. We cannot ensure their safety outside the building or protect them from being contaminated by touch.

A strict protocol for staff travel, health and temperature testing has been established.

HYGIENE

Parents will drop off at their child at the door to a teacher, the very youngest children in year 1 may have a slightly different separation process to aid settling. All children will be taken to have their hands washed and/or sanitised with child hand sanitiser on arrival.

The parents of the children in the older bubble, will drop off at the door, please bring your own hand sanitizer.

PLEASE NOTE: ALL PARENTS NEED TO DISTANCE IN THE QUEUE AND WEAR MASKS AT DROP OFF AND PICK UP AND IN THE BUILDING.

All drop off and pick up personnel will wear masks for this process, this includes our caretakers, our security guard, and our staff team. The teachers do not wear masks and visors during the morning when they are with the children, only when they are alone setting up and packing down or moving through the common areas.

We are following government and Westminster guidelines strictly at all times, the majority of this was in place from last February as we have always been, very ahead "of the curve."

A deep clean of the building has taken place prior to reopening.

Our cleaners will thoroughly clean and sanitise all the areas we are using, when we are not in the school, and on a daily basis, including at the weekend. It is important children are picked up promptly at the designated collection times, so the cleaners can begin their duties. All communal areas, toilets, door handles etc. will be frequently sanitised during the day by staff and the Head teacher.

THE SAME PROCEDURES AS LAST TERM WILL BE IN PLACE

The class teams will sanitise everything in the areas the children are using before the children arrive. This will be repeated frequently throughout the day.

Frequent hand washing for all is a top priority: on arrival, after being outside, before and after eating, after nose blowing, after using the toilet etc. We will once again use hand washing rhymes.

We will continue with the "catch it, bin it, kill it" training for all.

All waste will be disposed of safely.

Toys will be rotated, sanitised, not shared between groups and soft toys, carpets and pillows have been removed. We will change our resources frequently, and will have less resources out to ensure they are able to be cleaned frequently.

Soft furnishings have been replaced by wipe clean, soft mats.

Outside and inside play will be sectioned where possible.

Tactile play, such as sand, water, play dough are only used in individual, personal trays under the supervision of a teacher and disposed of immediately as we move forward.

Each child will have their own individual, personalised, wipe clean lidded tray with their own pens, paper, art supplies and paper, which will be used separately under the supervision of the teachers.

The teachers will ensure as always, that they wear a fresh set of work clothes each day. The children should also wear a fresh set of clothes each day and parents should ensure that they change as soon as they arrive home each day, into fresh clothes; and that the clothes they are wearing are put straight into the washing machine.

OPERATING IN CLASS BUBBLES

Government guidance recognises, Early Year's children cannot realistically be kept apart, although we will limit table-top and other activities to a few children at a time wherever possible.

Being outdoors is also a key strategy.

The government emphasis is on:

Avoiding contact with anyone with symptoms.

Frequent hand washing and good respiratory practices.

Minimising contact and distancing.

Care routines, eating, nappy changing, or toileting will be within the space allocated to each bubble. Where possible, use of communal spaces will be restricted as much as possible. Outdoor spaces will be used by different bubbles at different times of the day, and sanitised between each use.

There will be two bubbles one older and one younger, the bubbles will not mix, on arrival and departure inside the building or in the playground.

A younger bubble split into two classes Fish and Seals, accessing an inside/outside programme between their classes and the playground.

An older bubble, accessing the amazing space of the Montefiore Hall and its planted spacious, outdoor courtyard, as well as playtime in the main playground. All the playground equipment will be sanitised between group and individual use.

There will be no school gatherings. However, we will continue to celebrate all the children's special festivals during the year. As long as gatherings are not permitted, we will create Vimeo showcases for you to share with your child at home after the event.

Very close physical contact will be discouraged between the children and teachers apart for if necessary, during separation or to comfort a child, this will be checked with the parent. We will interact with the children using subtle redirection, but normal play is encouraged and if a child is upset or has an accident comfort will be offered by a teacher as usual.

TOILETS

Each bubble will have their own designated toilets.

The older children will have sole use of the large, newly refurbished ladies toilet in the foyer, their teachers will have use of the disabled toilet.

The younger children will have the Seals and Fish class integral toilets, the older children will not have access to these classrooms or these toilets. Their teachers will have their own designated toilet upstairs.

The building toilets will not be accessible to parents, we will advise parents who are separating the very youngest children about an accessible toilet during their process. We will have a separate emergency toilet for parents, so do tell the head teacher if this is absolutely necessary and she will direct you.

The children will go to the toilet two at a time in separate cubicles with a teacher, the toilets and taps will be sanitised before and after each use by the teachers.

THE TEACHERS

Teachers will only attend the nursery if they remain symptom free, or if not, have completed the required isolation period and have achieved a negative test result. Their temperatures will be taken on arrival at work. Teachers will socially distance, from each other and will avoid physical contact. All staff meetings will take place virtually.

All accessible teachers will be on duty. We will staff according to staff fitness to work, the number of children, safe staff availability (taking into account any childcare issues).

Child teacher ratios will be maintained, our ratios are higher than required government ratios.

The head teacher will be on the floor as the operational manager and for parent support, communicating with the teachers. She will also be carrying out regular hygiene and sanitising checks throughout the day.

Teachers will all have their temperatures taken on arrival and will answer health care questions from the head each morning about their health and their family's health, so they are passed fit for work each day.

THE HOURS

We have staggered the drop offs and pick-ups for the older and younger class bubbles.

The older children Penguins and Reception should arrive promptly at 9am. The final pick up for those who attend all day will be 2.30pm. We will stagger these pick-ups by rota from 2.15pm to ensure social distancing.

The younger classes will arrive for the same distanced drop off from 9.30 am Monday to Thursday and 9am on Fridays. Their staggered pick up will occur at 12-30 on Mon to Thursday and 12 noon on Fridays.

The early drop off club and the short late pick up, have been suspended as it would mean mixing bubbles and teachers.

It is vital you arrive on time to keep the bubbles separate.

HALF DAYS OR FULL DAYS

The children in the second year, will now be able to stay for a half day (5 mornings) or 4 full days or a mixture of 5 mornings plus selected full time days, this is so they continue to spend the day in the same bubble with the same teachers. We will offer different activities, a physical activity on Monday (Dance, Yoga and P.E.) Spanish or French on Tuesdays, Forest School (Nature and Science learning) on Wednesday and Art or New Skills, for Assessment preparation on Thursday. Our Reception teacher will be available to support any children who will take part in assessments for the selective schools. We will review if it is safe to do individualised cooking activities later in the term.

DROPPING OFF AND COLLECTING

PLEASE NOTE: ALL ADULTS WHO ARE PART OF THIS PROCESS MUST WEAR A MASK AT ALL TIMES.

Only parents, carer's and grandparents who are on the school pick up list, are symptom free and/or have completed the required quarantine and isolation periods will be able to drop off or pick up their child.

Family visitors and friends are not permitted to accompany parents during drop off and collection.

We request where possible, only one adult does this to reduce numbers. No pets are to be brought to school, stroking them could spread the virus. Children must be kept under close supervision and should not mix with other children or parents in the small, distanced queue. Only if you have a partner at home or a carer available, siblings should stay at home to reduce numbers.

A distanced queue will operate and will be, maintained at all times by parents, at the usual side entrance, we will support this.

Masks for adults will be required to enter the building (in an emergency) and in the queue at all times. Children under the age of 11 are not required to wear masks.

Drop off will be at the door via a distanced queue. Parents should continue to socialise virtually and avoid socialising on the school forecourt school at all costs as this will pose a risk. Parents, should ensure they arrive and leave quickly and quietly and ensure they or their children do not congregate, climb on barriers (we are referring to the children!) or sit on the bench or wall.

A change of clothes, if not already at school, should be provided in a backpack or plastic bag, this should remain at school and can be topped up by the teachers only, if required.

IT IS IMPORTANT YOUR CHILD IS EQUIPPED FOR ALL WEATHERS, AS WE WILL BE OUTSIDE AS MUCH AS POSSIBLE. THE BIFOLDING DOORS IN THE MONTEFIORE HALL WILL BE OPEN THE MAJORITY OF THE TIME. PLEASE PROVIDE A NAMED SUN HAT, A PERSONALLY NAMED SUN CREAM OF YOUR CHOICE (TO BE LEFT AT SCHOOL), A LIGHT RAIN MACK, A SWEATSHIRT AND SUITABLE SHOES. Dress your child in layers so we can add or remove layers, the hall will have a through draught of air, so for example, leggings for girls under a light dresses and fleece tops for all will help the children stay warm. Hats, gloves and scarves are essential winter wear.

Under current regulations parents cannot enter the classroom and will maintain the prescribed distance from the teachers. We will carry on updates and our normal communication from school by phone and email.

Do bring an umbrella if it looks like rain, we will provide some shelter outside if possible.

If numbers increase, we may introduce staggered times for drop off and collection.

PICK UP

Will be staggered and will be a delivery of your child to you at the main entrance, based on a distanced queue.

All the children will have been taken to the toilet or had a nappy change and will have had their hands washed before pick-up, so there is no necessity for you to return to the building.

Please do not gather with other parents outside the school, this could undo the bubbles and all the hard work we have done during the day with distancing. To ensure we keep the bubbles separate we need you to arrive on your designated time and leave the site promptly. We really appreciate your help with this.

FOOD AND EATING

No lunch boxes are to be brought to school from home, as before we will be providing you with disposable brown paper bags for snack and lunch. If your child would like to bring a backpack, these can be used for their change of clothes, so they can see it on their peg. The backpack will then remain at school and we will ask you for top ups where necessary. For the first half of term, please send your child with a packed lunch if your child is booked for a full day and/or a snack. Wrap food items in foil and add a piece of fruit then write your child's name on the bag.

If you have a wipe clean vacuum flask to send warm soup, pasta, rice etc, we are happy to serve these to your child. WE HAVE NOW RESUMED HOT LUNCH.

You are welcome to bring a clearly labelled water bottle to be left at school. These will be sanitised in the dishwasher at the end of each day by the teachers. The teachers will wear gloves for all “food handling duties,” and we will continue to use disposable, recyclable cups and plates for all meals. The children will have community, distanced meals and snacks supervised by their teachers, i.e. less children on more tables. The teachers will take food breaks on rotation away from the children.

VISITORS AND DELIVERIES

Maintenance visits and cleaning are being booked outside nursery hours. All deliveries will be left outside the building for later collection by the caretaker. There will be no tours of the Nursery whilst the children are present. Individual building staff may come in to work in isolation, all these visits will be pre-booked and will avoid the school, a separate upstairs designated toilet and kitchen, has been approved for their use. They will be in their own separate bubble and will not mix with the nursery staff or the children.

RISK ASSESSMENTS

In the event a teacher develops symptoms whilst at work, they will be isolated and provided with a mask to safely exit the building and to return home immediately. If they have COVID-19 symptoms they will be required to take a test and if positive follow official guidance before returning to work. They will be required to follow NHS guidelines regarding testing, isolation and personal care and will not be allowed to return to work until their isolation period is over, they are no longer symptomatic, and they have a negative test result. Testing is available for staff and children attending a childcare setting, and positive tests will automatically be referred to the “Track and Trace” programme and advice will be given and taken by those concerned. The school will follow advice from Public Health England strictly, for teachers, parents and children, to Safeguard our entire community.

TRAINING AND PPE

All teachers will receive additional and ongoing training on infection control, the new operating procedures and the risk assessments they are required to operate under. The first session of this will be on our inset day, prior to reopening. Government guidance states PPE is not required for Early Years beyond that which is already worn such as gloves and aprons for toileting and first aid. We are also wearing masks for nappy changing and toileting in the upper bubble. PPE is available for teachers if a child is displaying symptoms and awaiting collection. This includes gloves, aprons and masks. Child illness will be handled with great sensitivity and care, a special, separate quarantine room will be used so the child can wait comfortably with a teacher for pick up by their parent. In addition, we will continue to wear gloves for set up and pack down, cleaning, nose blowing and food handling as before.

This information is current as of today’s date but we reserve the right to change or adapt all of our operating procedures (as described above) and parent information to meet new government guidelines and to Safeguard our operation as we move forward.

Thank you so much for your understanding and support.

Caroline Villiers
Head teacher