



Covid-19 Policy

(can also be applicable to other pandemics)

In the event of a pandemic (at the time of writing Covid-19), the following policy will be applicable. This policy may be amended / updated as required.

- Phoenix Playmates to follow all Government guidelines and apply them to the setting.
- Phoenix Playmates to liaise with Nailsworth Primary School and make any additional adjustments as required by them due to setting location and operation times.
- Committee and Nursery Manager to undertake a risk assessment if the setting is to remain open or reopen after a period of closure. The risk assessment should be read and agreed by all staff. The risk assessment should be reviewed regularly.
- Committee and Nursery Manager to keep parents/carers updated with setting operation guidelines.
- Nursery Manager and / or SENDCo to liaise with relevant other involved agencies if there are any safeguarding concerns about a child, especially if the setting is to close or if an at risk child is not attending the setting if it opens.
- Committee and Nursery Manager to review safeguarding policy and amend working practices where required and create a separate safeguarding policy for this circumstance if required.
- All staff to ensure they are fully knowledgeable on current Government guidelines relating to the pandemic and the setting risk assessment and are to follow this guidance whilst on duty. They should also seek to be safe and follow guidance as much as is practicable outside of work to ensure their own safety and that of the setting.
- Failure to follow guidelines whilst in setting could result in disciplinary procedures being implemented.

Committee and Nursery Manager to consult with staff before returning to work and to ensure they are:

- a) well and not displaying any symptoms; and
- b) happy to return.

In the event a staff member is not happy to return alternative working arrangements should be explored in the first instance. If alternative arrangements cannot be made, then Committee and Manager will seek advice from Government guidelines and / or ACAS to determine next steps.

Changes to access with regards to parents and/or carers make our ability to settle children more challenging, as we cannot follow our usual settling in procedures. Instead, we ensure the following:

- If a child is distressed at drop off, that staff inform named parent/carer once the child has settled down in session.

- The key person and parent/carer develop a plan that aids the settling of the child without the parent/carer being present.
- Ongoing communication is upheld between staff and parent/carer within 'communication books' to enable both parties are best informed about the child in question.

This policy was adopted by	Nailsworth Playgroup	<i>(name of provider)</i>
On	_____	<i>(date)</i>
Date to be reviewed	_____	<i>(date)</i>
Signed on behalf of the provider	_____	
Name of signatory	_____	
Role of signatory (e.g. chair, director or owner)	_____	