

# into the woods outdoor nursery

## Covid safety policy

Into The Woods (ITW) follows closely the guidance provided by Haringey and Camden local authorities (LA) in setting measures to control the transmission of Covid-19 and in dealing with confirmed or potential cases of infection. This guidance forms the starting point for ITW policy, and is amended to ensure we have the right balance of minimising transmission risk and enabling continuity for the children.

### Parents and staff – what to inform us about

- Parents and staff should inform ITW if they or their child tests positive for Covid-19.
- Parents and staff should inform ITW if they or their child is a close contact of someone who has tested positive for Covid-19. (See below for definition of close contact.)
- Parents should inform us if a child or staff member tests positive in their child's other setting (if they attend elsewhere).
- Parents should inform ITW if their child has symptoms of Covid-19.
- Staff should inform their manager if they have symptoms of Covid-19.
- Parents should let ITW know if they have a vulnerable person at home or some other specific reason for increased concern about the risk of Covid infection.

### Confirmed cases in staff and children

Staff and children who test positive must not attend nursery and must stay off and isolate in line with the current Government guidance.

Staff and parents of children who test positive must inform ITW immediately.

ITW will trace all close contacts associated with the nursery and assess whether they also need to isolate. We will inform all close contacts and tell them whether they can continue to attend.

### Close contacts

For the purposes of this policy, a person is a close contact of someone else if they have:

- been in the same class or group at nursery or school at the same time,
- had face-to-face contact including being coughed on or had a face-to-face conversation within one metre,
- been within one metre for one minute or longer without face-to-face contact,

- been within 2 metres for more than 15 minutes (either as a one-off contact, or added up together over one day).

#### Confirmed cases in close contacts or household members – MAIN NURSERY children

Children who have been in **contact with a confirmed case not in their household** – parents must inform ITW but the child can continue to attend nursery.

Children who have a **household member who is a confirmed case** – parents must inform ITW **and** the child must have a PCR test and a **negative result before** they return to nursery. ITW will discuss with parents what steps are (or could be) in place to minimise the risk of the child becoming infected and transmitting Covid-19 at ITW.

#### Confirmed cases in close contacts or household members – FOREST SCHOOL CLUB children

Children who have been in **contact with a confirmed case not in their household** – parents must inform ITW **and** the child must have a PCR test and a negative result **before** they return to nursery.

Children who have a **household member who is a confirmed case** – parents must inform ITW **and** the child must have a PCR test and a negative result **before** they return to nursery. ITW will discuss with parents what steps are (or could be) in place to minimise the risk of the child becoming infected and transmitting Covid-19 at ITW.

#### Confirmed cases in close contacts or household members – STAFF MEMBERS / ADULTS

Staff members who are **double vaccinated** (see Vaccinations below) and have been in **contact with a confirmed case not in their household** – they must inform their manager and arrange a PCR test for as soon as possible. The manager will make a risk assessment to determine whether the staff member should come in while waiting for the result.

Staff members who are **double vaccinated** and have a **household member who is a confirmed case** – they must inform their manager and arrange a PCR test for as soon as possible. The manager will discuss with the staff member what steps are (or could be) in place to minimise the risk of infection at home and make a risk assessment to determine when the staff member can return to work.

Staff members who are **not double vaccinated must isolate** in line with current Government guidance if a close contact or household member tests positive, and inform their manager.

## Cases of symptoms (unconfirmed cases)

### Symptoms onset at home (or not at nursery)

All adults connected with ITW, including staff and parents, and children should not attend if they are displaying any of the key symptoms associated with Covid-19 infection.

These can be found here:

[Covid-19 symptoms in children](#)

[Main Covid-19 symptoms](#)

They should take a PCR test as soon as possible, and not return to ITW until a negative result has been received. In the case of a positive result, they should follow the confirmed case guidance.

### Symptoms onset at nursery

Children will be isolated from the rest of the group, but with a practitioner they know well and are comfortable with. The practitioner will wear a face mask. The manager will call the parents and request that the child be collected straight away. The child will need a negative PCR test before returning to nursery.

Staff with symptoms go home straight away. They will need a negative PCR test before returning to nursery.

## Types of test and uses – lateral flow (quick response) and PCR

**A positive result from either LFT or PCR is considered to be a confirmed case.** In the case of a positive result on an LFT, the person in question should follow the current guidance on arranging a confirmatory PCR test.

However, to be clear: a positive result on a lateral flow (quick response) test is considered a confirmed case.

**However, LFTs are not sufficient in ruling out Covid-19** in close contacts of confirmed cases (see above) – this must be a PCR test.

## Safety measures

### Group sizes

It is no longer a requirement for settings to organise children into small groups that don't meet. However, for the moment Into The Woods is continuing the 'bubble' system. This reduces mixing and therefore transmission risk.

We apply this system as much as is practical, however, if necessary staff members will change bubble from time to time (eg, to cover staff absence). Also, we may deem it necessary to allow a child to change bubbles or even attend both bubbles. However, in order to minimise mixing and reduce the transmission risk from any cases of Covid, we will keep this to a minimum.

### Additional safety practices during nursery sessions

- All children wash hands on arrival, in addition to regular handwashing practices (pre-Covid).
- All staff-parent meetings take place outdoors.
- Children do not hand out food – staff hand out snacks etc.
- Additional cleaning of shared resources (eg, mud kitchen) including between changeover of bubbles OR separate resources.
- Until Autumn 2 (November) sessions to be 100% outdoors, except when safety reasons necessitate going indoors – ie, high wind days, thunderstorms.
- If children must be taken indoors, practitioners will risk assess and decide measures depending on the location, but this is always to include hand washing on entry and keeping bubbles separate if possible.

### Safety practices at West Lodge

- All staff and children to wash or sanitise hands on entry.
- All surfaces cleaned and sanitised at the end of each day.
- No children to enter WL unless necessary for safety or welfare reasons.
- If it is necessary for children to enter WL (eg, a during thunderstorm), bubbles to be kept in different rooms.
- No parents to enter WL.

### Routine testing

In line with the latest guidance from Haringey public health, all ITW staff take a LFT twice a week, except in the case of staff who work just two consecutive days per week who must test before the first of those days.

### Outbreaks

Local authority guidance states that settings should implement additional safety measures in the case of an outbreak – ie, a high number of Covid cases within a particular group. At Into The Woods, an outbreak is two or more cases in a bubble within 10 days.

In the case of an outbreak, we will carry out a risk assessment and seek guidance from the relevant public health body.

From this we will produce an outbreak management plan (based on the Haringey model), and implement additional safety measures, including:

- increased asymptomatic testing of staff,
- increased communication with parents,

- increased social distancing between staff and parents,
- increased cleaning of nursery equipment,
- stricter controls on movement between bubbles,
- stricter rules around non-attendance and PCR testing for close contacts of confirmed cases,
- use of masks by parents at pick up and drop off.

### Reporting confirmed cases

ITW will report any confirmed cases of staff or children to the relevant public bodies, depending on the current requirement from the LA, including:

- Ofsted
- The Department for Education
- The LA public health team

ITW will follow guidance from the LA public health team in the management of specific confirmed cases and outbreaks.

### Vaccination amongst staff

Into The Woods does not mandate vaccination for staff members. However, uptake has been high, with over 90% of staff vaccinated, most of those having already received two doses.

Double vaccinated, in this policy, means two doses have been received, with the second dose more than 14 days earlier.

### Policy review

Created: September 2021

Last review: September 2021

Last update: 24 September 2020

Next full review: start of Spring term 2022