Returning to Pre School

From Thursday 3rd Sept 2020

Hello everyone!

Hope this finds you are all keeping well! We very much hope that your child is looking forward to returning or commencing with us- we certainly are very excited!

 **Covid-19 policy**

This will hopefully give you lots of important information regarding our opening- what you can expect from us, and what we would expect from you. Hopefully this will give you the re assurance that I am confident that we have put in place all that we can given the guidance, ( and common sense)lots of measures to minimise the risk of infection for our children, families and staff.

It would be a good idea to help prepare your child for their return at preschool by talking to them about how they will be able to see their friends again, meet new ones along with all the fun we will have!

We will be planning the sessions carefully to help the children settle and have fun, taking into account their particular interests and needs.

**More About Me Form**

We are fully aware of the impact of these recent months may have had on children.

Completion of this form will give us an insight into each child’s/family experience over these last months and will help us to support your child going forward

**Health Declaration Form**

It is very important that this form is completed and returned on the first day back at the latest. We cannot take a child in without this form. ( copies will be available to complete before entry if necessary). This form provides us with important up to date information.

**Sessions times**

Our normal sessions and times will resume.

For the Autumn term these are:

 Monday- Friday 8.45-11.45 for the morning sessions

Monday, Tuesday and Thursday 12.50-3.20 for the afternoon sessions

Group sizes will be as normal. We will also we sharing children who wish to attend more than our setting ( subject to agreement with the other setting).

I do know at this moment in time that we are able to share children who also attend Nursery Rhymes and Ducklings as they have agreed to this. I still need to contact any other setting

**Arrival and departure**

**PLEASE ADHERE TO THESE INSTRUCTIONS:**

There is a single one-way system in place in the school grounds including our area, which must be strictly used at all times, whether you have a child to solely drop off at Pre school or need to drop a child at school and at Pre School too.

White 2m markings have been laid by school which commence in the school lay-by and continues up the school path and into their playground.

We too have marked out on our paths for entrance and exit with 2m markings and arrows.

**If dropping at Pre School Only:**

* Use the 2 m markings which commence in the School lay by.
* Stay with these markings up to the small school wooden gate at the entrance to the school playground ( please don’t be tempted to walk up the side to by-pass people queuing, even though our route along the fence to our entrance may be clear)
* Once you reach the top marking, then you can veer off to the right on our path and continue in any pre school queue from there.
* As you approach our entrance - I will be there to greet you and your child!
* Any adults please keep to the 2 m social distancing rule from the entrance.
* Parents and carers are unable to come into preschool- however see below on “Parents in pre school”
* Once you have said your “goodbyes” at the doorway,continue to the right of our door through the gate. And follow the arrows to exit the grounds

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**If you have a child to drop at school and at preschool:**

**EITHER**

* Drop off at Pre School first using instructions in blue above
* Upon exiting the car park-you will need to re join the school queue using the school procedures

**OR**

* Drop off at school first as per school instructions, and exit via top gate on Back Beck Lane
* Proceed back down the lane to re start the process as outlined in blue above to drop off at Pre School
* Exit school grounds via arrows from Pre School

We understand there are staggered drop off times for school children, and hopefully this process/timing will work for you. If you are experiencing problems, please come and talk to me.

Please do not worry about being late into pre-school for any reason.

**When picking up at 11.45 or 3.20**

The same process applies as outlined in blue

**Allowing parents into setting**

Government Guidelines at present stipulate that parents must not come into setting during session times unless deemed essential.

We very much hope that your child will part from you happily and come into preschool

In the event that your child is unsettled at drop off, we ask that you stand away from other parents, maybe under the tree in front of our entrance in an attempt to settle your child. A member of staff will always be available, if you think this would help ( socially distancing from you!).

There will also be other staff members available in the foyer to help too.

However, if it is deemed important to the child and parent that coming into the foyer area briefly may be beneficial in settling the child, consideration will be given to this happening with other protective measures in place.

Unfortunately, if your child does not settle after a reasonable length of time, we may need you to take the child home and try again at their next session. Hopefully this will not happen.

**Upon arrival at Pre School.**

* + - * Only children who are symptom free, completed any required isolation period, not in quarantine or had a negative test will be allowed to attend
* 1 parent/carer to bring a child to preschool. They too must be symptom free, not in quarantine or self isolating
* Your child must not have been given calpol 48 hrs prior to attending and they must be 100% well as far as you are aware.
* As with normal procedures, please advise at this point of any accidents your child may have had before attending pre-school
* As with normal procedures a child must not attend if they have had sickness and/or diarrhoea, until 48 hours have lapsed after their last bout , or had a head bump within the previous 48 hrs as per usual procedures
* Buggies, car seats, bikes, scooters cannot be left at pre school
* I will be on the door to greet parents/carers and children- adults please keep a 2m distance.
* Another member of staff will be available with me to greet your child and take them for hand washing prior to entering the pre school room.
* For any documentation which requires completing or signing- I will have a table just inside the doorway for this purpose.
* If a parent needs to speak with me or any other member of staff about anything other than a quick message at this point, or anything confidential- please give me a call or send an email rather than a discussion taking place on the door. Alternatively we can arrange a mutually convenient time to discuss indoors or out, when the session is not in progress.
* We ask that children wear fresh clean clothes each time they attend
* As we will be outside a lot of the time-children to arrive with sun cream already applied and with a sun hat ( weather applicable).
* No bags from home unless absolutely necessary. Any bags that are needed, will be wiped down with a disinfectant wipe
* We will have changes of clothes already in Pre School for accidents etc to avoid the need to bring any from home
* No toys etc to be brought from home please.
* If we do need to contact you to come and pick your child up as they are experiencing covid-19 symptoms, please do so within 20 mins
* We ask that, in this case, you obtain a test available by contacting NHS on 111. No test carried out or a positive test will result in 14 days isolation at home.

**Upon departure**

* Again 1 parent/carer to pick up and again they must be symptom free not in quarantine or self isolating ( this can be a different parent/carer to the one which dropped off)
* Again please use the distancing markers when queuing up
* Your child will be brought to you at the door. Any bags they brought will again be wiped down as they are taken home.
* Children will again wash their hands upon departure
* Please exit using instructions outlined above

Thank you very much for all your support and understanding!

We are very much looking forward to seeing you all again! Can’t wait!!

Please feel free to message me anytime with any queries etc

Penny