



ST. CUTHBERT MAYNE SCHOOL

Growing together in love and learning as followers of Jesus

H&S Guidance for key worker childcare in school (updated 17.04.2020)

The school's Health and Safety Policy and Child Protection Policy should be adhered to during these Emergency Care sessions.

Where necessary there will be alterations and adjustments appropriate to the changing circumstances and some additional measures, set out below in the additional information and guidance.

Aims of sessions:

- To provide a welcoming, safe, secure environment for pupils
- To provide childcare facility for Key Workers and significantly vulnerable children.
- To provide children with a nutritious meal
- To provide a calm environment in which children can engage socially with other year groups
- Provide support for learning and activities

Social Distancing in school

Staff must social distance in school. Children should be encouraged and mindful of social distancing when in school. There are challenges to children social distancing in a school setting. However, it makes it increasingly important to follow the handwashing routine; isolate anyone showing symptoms; and follow the guidelines:

Key measures to support the safety of adults and children in school

- Parents / carers should not come in to the building
- All staff and children to sanitise or wash hand IMMEDIATELY on entering the building. Children should not go downstairs before washing hands – use visitors' cloakroom.
- Adults and children to catch it, bin it, kill it using a tissue or clothing on arm if necessary.
- Adults and children to wash hands regularly during the day when changing activities.
- All surfaces, door handles, banister rails etc cleaned daily. Use of anti-bacterial wipes on equipment and soap/water on tables, handles etc as appropriate during the day.
- Anyone showing symptoms – high temperature or persistent dry cough – should be isolated and arrangements made to leave the building as soon as possible.
- Adults to social distance
- Staff should implement the above measures as far as they are able, whilst ensuring children are kept safe and well cared for within their settings.

Health and Hygiene Guidelines

In the interests of keeping all staff and children safe we request:

Parents/carer to not come in to the building but drop / pick up child at the door into the care of a member of staff, who will tick them on the register and note the time.

Parents are encouraged to use the staff car park for drop off and collection. 3.30 is the advised end time of the session. A soft start between 8.30 and 9.00 is the normal start time

All children and staff will use the hand sanitizer at Reception on entry or go immediately to wash their hands. Staff have the option of using the Staff cloakroom; children could use visitors' cloakroom for handwashing at the start of the day.

Children and adults to wash hands on arrival, moving outside to inside; before meals; after using toilet, before leaving and as appropriate during the day. Adults and children can use moisturiser. Tissues will be available so all can Catch It, Bin It, Kill It. Children to be trained to using arm should they cough or sneeze and are unable to get a tissue in time.

Children to use one classroom plus the dining hall and hall on a given day. This is to help ensure cleaner can clean handles and surfaces; toilets in those areas. Entry should be via the main reception and exits via the given classroom and dining room doors.

Social distancing should be followed as guidelines above. Staff must social distance.

Coronavirus symptoms

If a child has a temperature of 37.8 degrees or above or if they have a persistent dry cough, they should be isolated away from adults and children and their parents contacted. No child should be brought to the sessions if they have these symptoms.

Medicines

If medicines need to be administered during the day, unless this is in the school's health care plan for the child, the request must be in writing with dosage and timings. All medicines, apart from inhalers, should be handed to staff and recorded. If a child needs their inhaler they should alert a member of staff. Regular medicines are kept in the class drawers in the office which will remain open during these sessions. Normal school policy applies.

Allergies

Staff should make themselves aware of any allergies the children have (will be on registration form). Children or adults should not bring in any food that contains nuts.

Emergency contact numbers

These are held in the office (folder) and are on SIMS.

Behaviour

Adults will be mindful of the stress and anxiety children may be feeling at this time.

Children should be reminded that there is the same expectation regarding behaviour. Time Out sheets should be used if necessary. Levels will not be assigned but children given an appropriate consequence and any incidents reported to parents at collection. If bad behaviour is repeated, the school reserves the right to refuse further sessions.

Children will be expected to respect all adults who are caring for them.