

Trinity Nursery School

EDUCATION RESTART POLICY – CORONAVIRUS (COVID-19)



Adopted by Board of Governors on: 31.03.2022

To be reviewed on: 31.03.2026

Signed by the Principal: _____

Signed by Chair of Governors: _____

Version	Date	Revision Author	Summary of Changes
2	06.01.2021	S. Alexander	Temperature Checks and reference to Covid-19 Staff Charter
3	31.08.2021	S. Alexander	Removal of temperature checks, updated according to current guidance.
4	31.03.2022	S. Alexander	Update in guidance from Department of Education website



Introduction

This document describes the school's Education Restart Policy – Coronavirus (COVID-19). This is endorsed by the Board of Governors, used by all staff, both teaching and non-teaching and is available on request, to parents and Department of Education Inspectorate. This policy was devised by the principal and staff and will be monitored and reviewed initially on an ongoing basis and then reviewed on an annual basis.

Rationale

Trinity Nursery School recognises the need to continue to protect pupils, staff and others from risk to their health and safety. Getting the school environment ready for returning to school includes the measures we are actively taking to mitigate the spread of Coronavirus.

All those within the Trinity Nursery School community (ie. pupils, parents, carers, staff, Governors and visitors to the school) are requested to follow the policy and procedures diligently, to sustain a healthy and safe environment in these unique times. We all should respond responsibly and transparently to these health precautions. We assure you that we will treat your private health and personal data with confidentiality and sensitivity.

This policy will be in constant review in light of additional Government, PHA, DE and EA guidance.

Aim of the Policy

The aim of the policy is to outline the required procedures that should be taken to ensure that everyone within the Trinity Nursery School community is protected from any Coronavirus infection.

What is Coronavirus (COVID-19)

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. Most people infected with COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

Symptoms of COVID-19

The main symptoms of coronavirus are:

Symptoms of Covid-19 include:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature); OR
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual); OR
- a loss of or change in sense of smell or taste.



Most people with coronavirus have at least one of these symptoms.

In the event that a child presents with symptoms during the school session, the parent will be contacted immediately and the child will be accompanied by a member of staff to the entrance hall to await collection, this area will be well ventilated in line with current guidance. In the event that a member of staff presents with symptoms they will be sent home immediately. Following the child being sent home, the class teacher will send home instructions via Seesaw of any actions that need to be taken in order for the child to return to school.

PHA will contact anyone in the Trinity community who have been identified as “close contact”. The school may also send out a ‘warnand inform’ notification if suitable. Warn and inform notifications will be sent to parents via Seesaw to inform them of a first case within any 14 day period, unless the reported number of cases within the class reach 5 cases or more, no further notifications will be sent.

Children and staff that continue to present with symptoms after receiving a negative PCR are asked to stay at home until they have been free of a high temperature for 48 hours.

Risk Assessments

Trinity Nursery School will assess and manage the risks of COVID-19, looking at the risks pupils, staff and others face and doing everything reasonably practical to minimise them, recognising we cannot, at this stage, completely eliminate the risk of COVID-19.

Trinity Nursery School will ensure that the risk assessments address the risks of COVID-19, using best practice guidance to inform any decisions and control measures.

The following risk assessment area will be completed and kept under review in line with EA guidance:

- Spread of Coronavirus
- Arriving at school
- Circulating in the school building
- Suspected or confirmed case of COVID-19 in school
- Staff shortages due to COVID-19
- Pupil contact
- Cleaning of surfaces, resources and equipment
- Risk of fire and building evacuation procedures
- Provision of first aid and intimate care
- Afternoon departure of pupils and staff

Staff returning to work

Any member of staff who falls into the high risk, vulnerable category or any staff member, who has been strongly advised not to work outside the home, will continue to work from home until Government guidelines are relaxed (see Education Restart Guidance on supporting staff to return to school).



If any member of staff has symptoms such as shortness of breath, fever, cough or loss of taste or smell, we ask that staff follow any current government guidance.

Social distancing within Trinity Nursery School

To reduce transmission of COVID-19, meetings with parents and others will adhere to social distancing and where possible meetings will either take place outdoors or take the form of a telephone conversation.

Internally, staff should be mindful of avoiding transmission during meetings eg. avoiding sharing of pens, iPads, etc. Cleaning/sanitising materials will be provided in all areas and where possible meetings will be held outdoors or in well ventilated rooms.

Staff must maintain social distancing whilst using common areas eg. Parents Room, offices or bathroom.

In an emergency eg. an accident or fire, staff are not expected to stay 1+ metres apart as it would be unsafe and possibly endanger life.

Stage 1

Previous guidance suggests that young children cannot be expected to adhere to social distancing (and is in fact detrimental to their wellbeing). The children should however, be encouraged to remain within their social “bubble” and avoid excessive contact with their designated adult.

Stage 2

Class bubbles remain in use inside the school building but class bubbles are able to mix outdoors.

Stage 3

Class bubbles to be removed and free flow play to be reinstated. In this instance, both classes are the equivalent of a year group bubble.

Managing Visitors or Contractors

Trinity Nursery School’s objectives will be to minimise the number of unnecessary visits to the school.

Parents, following the initial settling in period, will be discouraged from entering the building and should closely follow procedures for arrival and pick up. Parents meetings with staff should take place outdoors if possible or socially distanced in a well ventilated area. Staff may also contact parents by telephone to discuss child related issues.

In the event that parents are invited into the building they will be encouraged to follow social distancing guidance and to wear a face covering.



Where visits to Trinity Nursery School are required eg. repairs or maintenance or are for an educational purpose guidance on social distancing and hygiene should be explained to visitors on or before arrival, and a limit will be placed on the number of visitors at any one time.

Cleaning

Trinity Nursery School's objective is to make sure that when staff return to work, the school is clean and ready. A deep clean was undertaken at the end of each term by the Building Supervisor.

Staff must ensure that the workplace, equipment and resources are clean and hygienic using the cleaning products provided.

Equipment, resources, surfaces (eg. photocopiers, desks and tables) and objects (eg. telephones, keyboards) need to be wiped with disinfectant regularly ensuring that materials used are disposed of in the bins provided, while removing waste and belongings from their work area at the end of each day.

Why? Because contamination on surfaces touched by staff is one of the main ways that COVID-19 spreads.

Hand sanitisers and cleaning products will be provided in locations throughout Trinity Nursery School in addition to bathrooms.

The following general hygiene rules will apply to staff:

- Wash your hands on arrival at school
- Wash your hands after using the toilet, before eating, and if you cough/sneeze into your hands (follow the 20 second hand washing rule). Also, use the sanitisers you will find throughout the nursery.
- Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue (which will be provided), discard it properly and clean/sanitise your hands immediately.)
- If possible, open windows to ensure open ventilation and adhere to the Co2 monitor readings.
- Avoid touching your face, particular eyes, nose and mouth with your hands to prevent from getting infected.
- If you find yourself coughing/sneezing, avoid close physical contact with your colleagues and take extra precautionary measures i.e. catch it, bin it, kill it. If this is not an isolated occurrence please seek immediate advice from the principal.

Why? Because washing kills the virus on your hands and prevents the spread of COVID-19.

Staff must be vigilant when handling deliveries and other materials that arrive into school.

Personal Protective Equipment (PPE) and face coverings



PPE protects any user against health and safety risks at work. If any member of staff feels that they need to have PPE eg. gloves or mask, then they should request this from the Principal.

If staff feel that they need a mask then the school will provide one to reduce any chance of transmission. It is important to use face coverings properly and wash your hands before putting them on or taking them off.

Additional precautions should be taken where intimate care is involved. Disposable masks, gloves and aprons should be used and bathrooms should be well ventilated. This is particularly important in the case of children who require nappy changing. Procedures will be in line with guidance from the Department of Education and the Education Authority and will be agreed with the child's parents.

The guidance and procedures contained within this policy will be subject to ongoing review. Government, Department of Education and Education Authority Advice will be adhered to and changes to the policy adopted as a result. The Board of Governors will continue to monitor closely the impact of COVID-19 on the Nursery and in cooperation with the staff will make any required changes to policy or procedure, including closure of the school if this is deemed necessary.