

Dear Parents

We are sure you have all been reading/listening to lots of information regarding your children entering Preschool Education. We have been working through these too and taking advice from many sources. We are all working together to prevent the spread of Coronavirus.

Here are some things you need to know from us:

1. It is so important to us that children have fun playing together. It is not a Government expectation of the Early Years sector to socially distance. Children will still receive any physical contact that they require. Staff will socially distance from each other where possible. Children will be encouraged to wash their hands regularly.
2. We have reorganised our playroom layout, minimising furniture and removing soft furnishings so that the playroom can be more easily cleaned.
3. Your child should NOT attend Preschool if they are exhibiting any Covid-19 symptoms, or if you or anyone in your household is exhibiting any COVID-19 symptoms. New and persistent cough, a high temperature or a loss or changed sense of smell or taste. Preschool will take Staff and Children's temperatures on arrival each day.
4. Only one Parent or carer should bring your child to Preschool. They will be dropping off your child at the gate entrance to the outdoor play area. Markers have been placed on the tarmac to keep you 'socially distanced' from other Parents. Please adhere to the times given for your child as this has been done to 'stagger' drop off and pick up times to try and keep everyone safe. NO Parents/carers will be allowed in the preschool space.
5. The bag your child brings to Preschool must go home with them every day.
6. If you need to contact Preschool please use the Landline number **0113 2759705**. Do not leave a message on the answer machine during Preschool hours as this will not be picked up. If you get no reply, hang up and try again.
7. Pick up will be from the play area gate. Your child will be brought to you by a staff member ready to go home.
8. Staff will not be using PPE in the play room as per the Government Guidelines. PPE will be worn for café time and if a child's clothing needs to be changed.
9. Children will be asked to wash their hands every hour in addition to our usual washing of hands at Preschool (after toilet, before and after eating).
10. Staff will also wash their hands regularly.
11. Children will be encouraged to follow good respiratory practices, 'catch it, bin it, kill it', disposing of tissues in the pedal bins provided. Then wash their hands.
12. We will endeavour to have one child at a time in the toilet area. A staff member will ensure they wash their hands. Staff will wipe the flushing mechanism after this.
13. Each day different toys/activities will be out thus rotating our toys allowing time to elapse before they are touched again.
14. At the end of each day the preschool space will be cleaned, including washing of tables/chairs/floor.
15. Preschool will continue to communicate with you by email. Please check your emails regularly. If you need to contact us during a session please use the phone as emails will NOT be checked during this time.
16. Preschool will NOT be open on a Friday.
17. If a child becomes unwell during a session they will be isolated with a staff member who will be required to use PPE. You will be notified to come and pick them up.
18. If Staff members become unwell they will not return to Preschool until they have been tested and are negative for Covid-19. If they test positive then Preschool must close and everyone isolate for 14 days.

