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**Newington Primary School – NURSERY CLASS**

**Return to School Information (COVID-19) – August 2020**

Dear Parents / Carers,

The letter from Director Skills, Education and Learning on 4th August indicated that children will return to school nurseries on Wednesday 12th August. The staff team are using the inset days to get ready for this and we look forward to having everyone back safely in nursery.

**Key Groups/ Bubbles**

Our nursery can accommodate all the children starting in August in 2 bubbles. This puts together 2 key groups in each room. Blue and Red groups together and Green and Purple groups together.

Children will spend all of their day within their Bubble and in the same room with free flow access to outside play each day. Each bubble will also be supported by an Early Years Assistant who will stay with that group every day, all week.

**Nursery Day**

We will encourage all families to walk to the nursery as appropriate and parents will not have access to the school grounds until their allocated drop off / pick up time each day. Only parents of children who require support to separate from parents/carers to come into nursery will be allowed into the school playground at drop off times. Key group staff and the nursery manager will be at the gate to welcome children in.

We appreciate this is very different to our normal welcome but please do support us in this and in keeping everyone safe.

**Times of the Day**

Most children have requested the attendance pattern of 9-3pm for 5 days each week. To avoid congestion in the morning and end of the nursery day we have staggered the starts of each bubble.

Please ensure prompt arrival at the start and end of each day to minimise contact with other families and adhere to social distancing at all times during this period.

Start time for children in **Blue and Red groups (Mrs Woodhouse and Mrs Kennedy)** will be at **8.45am** and their pick up time at the end of the day is **2.45pm**.

Start time for children in **Green and Purple Groups (Miss Schiller and Miss Ferguson)** will be **9am** and their pick up time at the end of the day is **3pm.**

Any child who has an individual / varied attendance pattern across the week will have been contacted by their child’s key worker to confirm their own arrangements. If you are unsure please contact nursery directly on 01461 625022

Staff will oversee the children leaving at the end of the day and we would ask all parents to socially distance whilst waiting in the play ground. The gate will be opened at 2.45 by a member of nursery staff. No parents will be allowed in the nursery or nursery garden area. Please arrive promptly at your child’s finishing time to collect them.

For those children who are being collected by a Child Minder or other adult, could parents please make sure that they are aware that children must be collected and the specified times as stated above.

**Clothing/Bags**

As detailed before the holidays please support us with the following:

Children should wear clothing appropriate to the weather each day, which as we know can be very changeable therefore we ask that you ensure your child his wearing–

* Outdoor shoes or wellies ( wellies can be brought in to stay in nursery)
* A jacket appropriate for all weathers

If your child is still toilet training or is recent toilet trained or has can you please ensure they also bring several changes of -

* socks, pants, joggers/leggings
* Pullups/ nappies / wipes where required

**NO** school bags are allowed in the nursery so please bring your child’s change of clothes in a carrier bag and the contents will stay with us until used.

**Outdoor Play**

Children will have daily free flow access to the outside play area with 1 bubble accessing the nursery garden and the other in the playground with an assortment of equipment and activities to enjoy and then rotated the following day so each bubble has access to both throughout the week. All resources will be cleaned before each rotation.

To ensure the safety of the children during this, one group will wear a fluorescent vest daily so they are easily identified as to what group they are in and where they should be. We fully expect some children will need support to stay in their bubble when playing outside.

**Lunches**

Children are entitled to a free lunch and snack as part of their nursery provision. The kitchen will only provide a packed lunch style option initially (sandwich with fruit/yoghurt/biscuit) and children will be offered milk or water.

Children will be having their lunch in their allocated bubble in their room. Each bubble has their own cutlery and plates/cups and bowls that will only be used by that bubble and washed afterwards.

We are currently discouraging packed lunches unless your child has a special dietary requirement or allergies where a school lunch would not be appropriate. If you wish to speak to the nursery manager about this please phone 01461 625022.

A healthy snack will be provided for all in the morning, but this is optional for children.

**Home Learning**

Due to the guidance stating no resources should be shared with home, we will not be doing CAPER until further notice. We will continue to have our story each day for children to enjoy as part of us being a Story Teller Centre with Early Years Scotland.

**Medication**

If you child requires to take medication for any condition while they are at nursery i.e asthma please bring this medication into nursery in a re-sealable bag and an administration of medication consent form will need to be completed before staff can administer it. This will need to be completed immediately. Staff will discuss this with you to ensure your child’s medical needs can be met.

**Hygiene Measures**

**Hand Washing**

All children and staff will experience the increased hygiene routines throughout the day. Each room will have increased supplies of hand sanitisers for staff and children will wash their hands on entry to nursery and before leaving and regularly throughout the day.

There will also be hand sanitisers at key points in the school building which will be used as staff enter / leave each zone.

**Toileting**

Children will have free access to the toilets but each one is colour coded so only used by children in that bubble. Children will be supported with learning this until it is a familiar routine for them.

**Face Coverings**

There is no requirement for children or nursery staff to wear face coverings in nursery as part of the Scottish Government guidance. Staff have the option to wear face covering during longer/ close contact time with children (and possibly other PPE if needed e.g. First Aid, intimate care) and at pick up and drop off when in contact with parents/carers, so please respect their wishes regarding this.

**Cleaning**

The nursery will have an enhanced daily cleaning programme in place involving regular cleaning of high traffic touch points, cleaning of resources eat the end of each day and enhanced cleaning if there is a child / adult who shows symptoms.

**Social Distancing**

Whilst there is no requirement for children to socially distance themselves from each other, the adults in the nursery will be maintaining the recommended 2m social distancing from each other.

**Minimising the Risk of Infection / Spread of Covid**

**Access to the Nursery**

To maintain the safety of everyone and minimise the risk of the infection coming into the nursery we have put in place a number of measures;

* **Anyone showing symptoms of COVDI-19 should not come into nursery and book a test immediately through the Test and Protect scheme.** Any child who begins to show symptoms during the nursery day will be supported and taken to our isolation room. Parents will contacted to come and collect them (and any siblings) immediately. Test and Protect procedures will then be implemented (details can be found [here](https://www.nhsinform.scot/campaigns/test-and-protect)).
* Strict access to the building: Whilst this is not what we would want to do, it is an important aspect of controlling the risks of a potential outbreak and maintaining everyone’s safety. **We ask that any parent who needs to contact the nursery does so through the nursery phone number 01461 625022 to arrange a time to come to the nursery gate to meet with key worker or nursery manager.**

Apologies for the length of this letter but it is important to share key information with you all in one place for you to refer back to.

Mrs Susan Gallagher (Nursery Manager)