

**SARRATT DUCKLINGS PRE-SCHOOL**  
**POST COVID RESTRICTIONS & LOCKDOWN**

After the governments lifting of the Covid lockdown and the associated restrictions, we have amended our guidelines on how Ducklings operates.

**Drop off and Pick-up**

The Ducklings gate will open at 9am, and parents are asked to line up outside the gate, at a sensible distance.

Each child will enter Ducklings and have their hands sanitised and then come through to the fenced off area under the canopy.

Parents are asked not to come enter the garden area, however if a child is distressed, they may come through to comfort and encourage their child, but not into the fenced off area.

The gate will open at 12 noon for children leaving the morning session or arriving for lunch club.

The gate will open at 1pm for children leaving lunch club or arriving for the afternoon session.

Finally, the gate will open at 3pm, when children will be remain in the classroom and parents will be asked to collect their child from our rear door.

If you wish to speak to a member of staff, please phone Ducklings before or after these drop off and collection times.

**What to bring into Ducklings**

Children are asked to bring a named water bottle, a named bag with a change of clothes (or nappies, wipes and bags), and a lunch bag if they are staying for lunch (the lunch bag/box should be labelled with your child's name, also each item of food in the bag should also have your child's name on it).

We also have PE in the school hall on a Thursday, and ask the children to bring in plimsols.

**Absence and Sickness**

If your child is absent from Ducklings for any reason, could you please inform us, either by phone or email.

Please note that if your child has sickness or diarrhoea, they will not be able to attend Ducklings for 48 hours after their last episode.

If a child tests positive for Covid 19 they must isolate for 10 days after the test.

If someone in your child's household tests positive for Covid 19, please inform Ducklings.

If a child develops Covid symptoms whilst at Ducklings, they will be isolated in the outside area with a member of staff until they are collected. They will also be asked to take a Covid test.

If a child is unwell, for whatever reason (non Covid), they should not attend Ducklings.

### **Classroom**

We will continue to keep the classroom well ventilated and surfaces will be regularly cleaned with anti-bacterial solution.

We ensure that staff and children wash and sanitise their hands after using the toilet, before eating and when moving from outside to inside and vice versa.

We will continue to have a lot of outdoor play, therefore please ensure that your children have the appropriate clothing for the colder days. **Please no scarfs, or all in one waterproofs.**

### **First Aid**

A paediatric first aider will always be at every Ducklings session.

### **Communication**

If you wish to speak to a member of staff urgently, please phone Ducklings on 01923 260885. You may also email on [ducklingsparents@gmail.com](mailto:ducklingsparents@gmail.com) but please be aware that emails are checked regularly but are not an immediate form of communication. Therefore, if you are informing us of something to do with that session, for example change of collection time/person, please phone.

We will keep parents updated on procedures via email.

Please ensure that your contact details are kept up to date, and inform us of any changes to telephone numbers, email, and address.

### **Staff Wellbeing**

Staff meetings are held to inform staff of new arrangements and discuss any concerns.

PPE has been provided along with hand sanitiser.

If staff display symptoms of Covid they will be asked to go home and follow the government guidelines on testing and isolation.

### **SENCO**

Our SENCO team continue to operate with vigilance as usual, and with care and support for those vulnerable children and those who have been affected by Covid and isolation.

If you have any concerns about your child please contact us.

Policy adopted by the Sarratt Ducklings Pre-School Management Committee

Date:

Signed: