

Guidelines for Parents

COVID-19 Safety Measures

Entering Nursery

- The main entrance and garden gate are used to enter and exit the nursery. Please look out for your child's class name.
- The doors are kept closed except for drop off/pick up times.
- During drop off/pick up times, you are required to show your Ehteraz app and the nurse will take the temperature of you and your child.
- The classroom doors leading to the garden area are used for parents to drop/pick up children to their classrooms.
- Parents and visitors are not allowed inside the nursery buildings.
- Hand sanitiser is positioned at each classroom door and at the main entrance of the nursery. Parents and children must use this when entering the premises.

Parent Social Distancing

- Only parents/carers/family members who are symptom free, and who can show the Ehteraz app, are able to drop off and pick up the child.
- **One** parent/carer/family member to drop off and pick up.
- When waiting to collect your child, we expect you to adhere to social distancing. Please wait outdoors.
- Please do not open the classroom doors. A staff member will open the door and hand over / welcome your child.
- No parents are allowed in classrooms or communal areas within the nursery building.
- Children must be dropped off quickly to prevent overcrowding and for social distancing.
- If your child becomes upset when separating from you, staff will reassure your child and engage them in an activity of their liking within the classroom. We will update you later on how they have settled.
- As much as we like to talk to you, unfortunately during this time it is not possible to chat about your child.
- If you would like to discuss anything with your child's teacher, please communicate via email (alkhor@acornqatar.com) or request a phone

call. Teachers are with the children from 7.00am - 1.00pm, so are not able to answer any messages until after teaching hours.

- Please assist your child with taking off their outdoor shoes before entering the classroom: place these in the shoe box outside the classroom door.

Child Social Distancing

- Children of nursery age find social distancing difficult. Staff will encourage children to play in smaller groups within their classroom.
- Joint activities that require crowding and contact are to be avoided: toys will not be shared between the different classrooms.
- Children eat in their classroom.
- Food items should be served in a bento box style, or thermos flasks for warmed food. We are minimising contact as much as possible, so cannot re-heat food or wash up children's dishes during this time.
- Outdoor areas are used as much as possible (depending on the heat). Only one class use a given area at a time, and all equipment is cleaned before the next class e.g. bikes cleaned after use.
- Staff do not mix with other classes; they remain with their own class throughout the session.

Admin

- We prefer all payments during this time via online banking, credit cards or electronic transfer. If you must pay by cash, please place it in an envelope and hand to Maria.
- Payment receipts are emailed to you.
- Your child's weekly reports will be emailed to parents each Thursday.
- Communication Books will not be used during this time. Parents will receive an email with details of their child's sleep, feeding and nappy changing times.
- All communication with the nursery to be carried out by phone and/or email.
Tel: 447-13-597 or 506-62-510
Email: alkhor@acornqatar.com
- Any parents coming into the reception area must adhere to social distancing regulations. If another person is already at the reception desk, please wait on the sofa or just outside the main reception doors.
- Nursery Management will remain informed of the latest developments in the prevention of the virus and apply this to the nursery and staff. Parents will be notified of any changes.

Wellbeing & Education for the Child

- Children are supported in age appropriate ways to understand the steps they can take to keep themselves safe and healthy, including regular hand washing and sneezing into a tissue. e.g. through songs and visual reminders.
- Children are supported to understand the changes and challenges they are encountering because of COVID-19.
- Staff are aware of the children's attachments and the need for emotional support at this time.
- Implementation of the EYFS curriculum will begin once all children are settled and ready to learn.
- Teachers will provide an enriched learning environment that invites learning across all areas, as far as is practicable during this time.
- Aftercare starts from Sunday 30th August. Children will use the aftercare room and be in mixed age groups. Parents must sign and agree that they are happy for their child to participate and that age groups are mixed at this time. Parents must notify us of a collection time so a member of staff can hand your child and their belongings at the front gate.
- We are initially operating at 50% capacity to avoid crowds in the nursery.

Care Routines

- Toilets are sterilised before and after use. Child's toilets are cleaned by the staff member taking the child.
- Changing areas continue to be sanitised after each use, and staff will thoroughly wash their hands before and after changing the child.
- Cribs, duvets & mattresses will **NOT** be shared. A crib is allocated to one child and used by that child all week.
- If an older child falls asleep within their classroom, a wipeable bed is brought to the room with clean 'nursery' bedding. The bed is sterilised, and the bedding washed that day.
- For younger children, we ask that parents provide their child's own bedding for sleeping. It is kept at nursery in the child's box and sent home for cleaning weekly.

Cleaning

- An additional cleaning schedule has been implemented that includes furniture, surfaces, floors, door handles, partitions, office area, fridge, children's toys.
- All toys are washed and sanitised during and at the end of the day, using child-safe products.
- Communal areas, such as reception and high touch points/hand washing areas and foot fall/door handles, are cleaned and sanitised regularly. Every hour the main surfaces of reception, light & AC switches, remote controls are cleaned with disinfectant.
- Toys that cannot be cleaned easily have been removed from the classroom until after the COVID-19 epidemic is over.
- Detergents and disinfectants are kept securely, out of children's reach.
- Once a month, the licenced sanitising company 'Rtech' will carry out a complete sanitisation of the nursery. This is carried out during the weekend or late afternoon once everyone has left the nursery.

Hygiene, Health & Safety

- Hand sanitisers are kept at the entrance to each classroom door, for parents and children to use. There are hand sanitisers in the classrooms and around the premises for staff and children.
- Children are to be dropped off quickly, to prevent overcrowding and for social distancing requirements.
- All children must either wash their hands upon arrival in their classroom, or their hands will be sprayed with hand sanitiser.
- Children are supported by a member of staff when entering the classroom. Outdoor shoes are removed and bags placed in your child's box, which is wiped and sprayed with sanitiser.
- Children and staff must wash their hands with soap and water or hand sanitiser **every hour**.
- Children's temperatures are checked throughout the day by the nurse, especially on arrival.
- Children will also be examined monthly by a certified doctor, who will issue a report on the child's condition.

Action If COVID-19 Symptoms are Displayed

- If we ever have a positive case in nursery, we **MUST** close for 14 days and a deep clean carried out (this is a Ministry requirement). We seek parents' support in ensuring this never happens, by strictly following these guidelines.
- Children with any of these coronavirus symptoms **CANNOT** attend nursery:
 - temperature higher than 37.8 C,
 - dry cough,
 - vomiting,
 - runny nose, or
 - shortness of breath.
- Anyone displaying coronavirus symptoms while in the nursery will be sent home. Children will be isolated with the nurse in the clinic until their parent arrives, while staff will be sent home immediately.
- Children cannot return to nursery until they have been medically checked and tested, and can demonstrate a negative Covid-19 result. Parents must produce a medical report on their return.
- Once the child or member of staff has left the nursery, a thorough clean will be carried out using disinfectant, especially the areas where the infected person was present. RTech sanitiser company will then sanitise the whole nursery.
- The nurse will wear a full set of PPE as a safety measure.
- If the infected person is a member of staff, they will need to be re-examined before allowing them to return to work.
- Children **MUST** have on record two emergency contact details. Please check with Maria that we have up-to-date contact details on file.
- Any child in contact with an infected person **CANNOT** attend nursery. Parents need to sign a written pledge to say they will not bring the child to nursery if the child or parent has been in contact with an infected person.
- Any external worker coming into nursery must wear a face mask and gloves, and have their temperature and Ehteraz app checked

Resources

- Children **CANNOT** bring items from home into the setting.
- Children's bags are kept separately in their individual boxes and be of a material that can be wiped. Staff will wash hands after touching your child's bag and wipe it over before placing it back into your child's box.
- All resources required for play and learning are regularly washed and/or sterilised.

- There is NO sand or swimming pool play
- For water play, we use water with hand washing soap which is changed regularly.
- Playdough is made for each child and kept in their own named ziplock bag and replaced regularly.
- Resources will not be shared with other classrooms, unless they have been cleaned/sanitised and stored away for 72 hours.

Staff

- All staff have undergone a COVID test before returning to Nursery. All staff tested negative.
- All staff are showing the Nursery Manager their EHTERAZ app and having their temperature taken each morning.
- All staff have agreed to follow the preventive precautions set out by the Ministry.
- They will follow extensive hand washing throughout the entire day. Especially, when arriving, before preparing duties, feeding younger children, before & after nappy changing, taking a child to the toilet.
- Staff will continue to raise the awareness with children to wash hands and not to touch their face.
- Staff will social distance when in contact with other members of the team.
- Staff are required to wear face masks, face shields and gloves during working hours.
- Staff will not be wearing outdoor shoes within the nursery.
- They will not shake anyone's hand or make any physical contact with parents.
- Any staff member that has coronavirus symptoms, or who has someone in their household who is infected or a suspected case, **WILL NOT** attend the Nursery under any circumstances.

We appreciate the support of parents in strictly following the above guidelines to help safeguard the wellbeing of all stakeholders in the nursery