



Safe Working in childcare Guidance Hand washing, Cleaning of equipment including Personal Protective Equipment (PPE)

For Puddle Ducks Staff

contents

1. Procedures to follow when first entering the building.
2. Hand washing and respiratory hygiene
3. Physical distancing between groups
4. How will we manage toys equipment each day?
5. Effective Infection Protection and control
What care should be taken in early years settings?
Is PPE required for tasks involving changing Nappies or
general care for babies?

1. Procedures to follow when first entering the building.

Step One before coming in to work.

Before you turn up for work make sure you do not have any of the main Symptoms of the coronavirus which today are:

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste

They and their household members should follow the [advice for households with possible coronavirus infection](#).

Ensure that all staff understand that those who have coronavirus symptoms, or who have someone in their household who does, should not attend the setting in any circumstances. Ensure staff understand that if they develop coronavirus symptoms, they are entitled to a test, and are encouraged to organise one in this scenario following government [guidance on getting tested](#).

Step two coming into work

Entering the Building

There is a key in the cupboard no other key to be used use at this time us the hand sanitiser before touching the key and then leave the key in the door once opened.

Place any personal items on coat pegs near toilets, only bring in items required otherwise leave at home.

2. Hand washing and respiratory hygiene

We would like all staff to encourage and carry out frequent hand cleaning and good respiratory hygiene practice therefore sneeze in to your elbow, or tissue these are provided around the room and then bin it and wash hands we would like staff to help children carry this procedure we have always done in the manner we have always carried this out.

Children are encouraged to use soap and water in the toilets or outdoor area for hand washing this will be carried out when coming from outdoors in change of activities and before food and after using the toilet or having their nappies changed.

The water needs putting in the sink out doors before children arrive and extra water ready in the water tub.

(Government guidance) Ensure sufficient hand washing facilities (running water and soap, alcohol hand rub, sanitiser, skin-friendly wipes) are available for staff and children, and that hands are washed upon entering the setting, regularly throughout the day, before and after eating and when they leave. Ensure children are supervised when doing this, especially if using hand rub or sanitiser, and learn how to do it effectively. Ensuring you have a good supply of disposable tissues throughout the setting to implement 'catch it, bin it, kill it'. Ensure the availability of lidded bins, preferably operated by a foot pedal, and that tissues are immediately disposed into bins and that these are emptied throughout the day.

3.Physical distancing between groups

We have included the guidance published 24th May 2020 here so that you can see how we will work this, phase 1 return is with limited children wanting to return.

We have decided to work from one room and have divided the room in to 4 sections we have also decided to use the outdoor area for the majority of our day so that children can be in the fresh air all windows will be kept open in the building too.

Guidance

While it is not expected that children and staff within a group will keep 2 metres apart, it is important for settings to consider how they can reduce contact between groups of children and staff as far as possible, for example by ensuring children and staff mix in a small consistent group and that small group stays away from other groups.

Settings should ensure:

- physical distancing between groups of children and staff as far as possible*
- that individual groups use the same area of a setting throughout the day as much as possible*
- that the sharing of toys and resources is reduced*
- that any toys or resources that are shared can be easily cleaned between different groups' use*

Consider how snacks and meal times can be planned to ensure groups of children are kept together. Where possible, staff meetings and training sessions should be conducted virtually and staff should remain at a safe distance from each other during breaks, including in staff rooms or other staff areas in the setting. While in general groups should be kept apart, brief, transitory contact, such as How Passing in a corridor or when moving to a different part of the setting, is low risk.

Our Phase 1 will be children only attending in small groups limiting the number of staff in. They will be in one bubble for the entire day and we have reduced out day.

4. How will we manage toys equipment each day?

The guidance :

Plan how children can learn in age-appropriate ways about how they can keep themselves safe, including regular handwashing and using tissues. Consider how to encourage children to learn and practise these habits through games, songs and repetition. Resources you may wish to use to help children learn are included at [Annex B](#).

Consider new approaches that will need to be taken to minimise the sharing of resources between groups, for example for painting, sticking, cutting and outdoor construction activities, which should be thoroughly cleaned before and after use by different groups. Malleable resources, such as play dough, should not be shared between groups and public health advice is that, as sand pits cannot be thoroughly cleaned between uses, they should not be used at this time. Consider how resources can be used safely and in which circumstances and which items it might be more practical to remove during this time.

Plan how outdoor space, where available, can be used as much as possible. Consider how all groups of children can be given equal opportunities for outdoor learning, while ensuring outdoor equipment and toys are appropriately cleaned between being used by different groups.

We are going to work this by.

We have decided to put the different learning resources we are going to use in the day in to clear tubs so the children can choose still these toys will then be cleaned through out the day, and if possible put through the dishwasher at the end of the day if we know the children have finished playing with certain toys for that day this can be carried out and then put away for 72 hr. these toys will then be placed back to be able to be chosen again after 72hr.

No soft toys or blankets and the Sand will Not be out at the moment as it states it cannot be cleaned.

Once toys have been chosen for the day they will be placed in boxes and can be cleaned trough out the day and then put in the dish washer at the end of the day for a thorough cleaning.

5. Effective Infection Protection and control
What care should be taken in early years settings?
Is PPE required for tasks involving changing Nappies or general care for babies?

First the Guidance as below.

A. Minimise contact with individuals who are unwell

If you have, or are showing symptoms of, coronavirus (a new continuous cough, or fever, or a loss of, or change in, your normal sense of taste or smell (anosmia)), or have someone in your household who is, you should not be in a childcare setting, school or college. You should be at home, in line with the [guidance for households with possible coronavirus infection](#).

When working with children in residential schools and homes, you should follow the [guidance on isolation for residential educational settings](#).

B. Clean your hands often

Clean your hands more often than usual, particularly after arriving at your setting, touching your face, blowing your nose, sneezing or coughing, and before eating or handling food.

To clean your hands you should wash your hands thoroughly for 20 seconds with running water and soap and dry them thoroughly, or use alcohol hand rub/sanitiser ensuring that all parts of the hands are covered.

C. Respiratory hygiene (catch it, bin it, kill it)

Avoid touching your mouth, eyes and nose. Cover your mouth and nose with disposable tissues when you cough or sneeze. If one is not available, sneeze into the crook of your elbow, not into your hand. Dispose of tissues into a disposable rubbish bag and immediately clean your hands with soap and water or use a hand sanitiser.

D. Clean surfaces that are touched frequently

To prevent the indirect spread of the virus from person to person, regularly clean frequently touched surfaces, such as:

- door handles
- handrails
- table tops
- play equipment
- toys
- electronic devices (such as phones)

When cleaning, use the usual products, like detergents and bleach, as these will be very effective at getting rid of the virus on surfaces. All education, childcare and children's social care settings should follow the Public Health England (PHE) [guidance on cleaning for non-healthcare settings](#).

E. Minimise contact and mixing

You should, as much as possible, alter the environment of your setting (such as classroom layout) and your timetables (such as staggered break time) to minimise contact and mixing.

F. What care should be taken in early years settings?

Because it is challenging to reduce contact between young children in early years settings, regular cleaning and disinfection of surfaces, objects and toys, as well as handwashing, are particularly important. The use of soft toys and toys with intricate parts or that are otherwise hard to clean should be avoided. Read [guidance on cleaning for non-healthcare settings](#).

Settings should manage risks by keeping children in small groups and trying, as far as possible, to keep the same children and staff members together from day to day. Settings should consider staggering mealtimes and should discourage parents and carers from gathering at setting entrances. As far as possible, parents and carers should not enter early years premises.

G. Is PPE required for tasks involving changing nappies or general care for babies?

Staff should follow their normal practice when changing nappies and caring for babies more generally, provided the child is not showing symptoms of coronavirus. This includes continuing to use

the PPE that they would normally wear in these situations, for example aprons and gloves. If a child shows symptoms, they should not attend a childcare setting and should be at home.

. Personal protective equipment (PPE)

The majority of staff in education, childcare and children's social care settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain distance of 2 metres from others.

PPE is only needed in a very small number of cases:

- children, young people and learners whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way*
- PPE should be worn if a distance of 2 metres cannot be maintained from any child, young person or other learner displaying coronavirus symptoms*

Education, childcare and children's social care settings and providers should use their local supply chains to obtain PPE. Where this is not possible, and there is unmet urgent need for PPE in order to operate safely, they may approach their nearest local resilience forum.

So how are we implementing this Guidance

So with all the above guidance in place at the moment we only have one group of children and have no more than 15 children in at one time this is the plan for June we will not have anymore than 15 children in the setting at any one time we have reduced our day so that members of staff are not mixing with others and children are not mixing with other children or staff. This will be in place till the end of June unless we are advised otherwise at the start of June we only have 8 children in Oper day these are mixed age groups and the children have been given sections of a room and will mix in the out door area.

We have PPE should we need to use it available but so far have not had to we have it for children and Adults should we come in to contact with a suspected case. We have produced risk assessments

and have ongoing cleaning though out the day staff are asked to clean the toilets after they have used them and after each child has used them indoors and out does finished toys will be cleaned down and put away. Children will be encouraged about not getting in to each others faces and respecting each other for children who are at an age to understand this children under 3 we have found do not have this understanding so will give no distance at all we are trying to support them but it is easier with children who are in their last year here.

If any member of staff is unsure please ask each other or Tori and Jack as the guidance is continually changing and at some points hard to keep up with. I.e in the education sector 41 amendments in 1 week.