

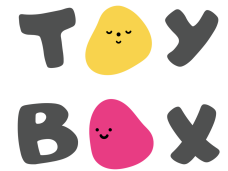
Dear ToyBox Family,

Welcome to our Autumn Term. We will make sure that your child has a fabulous play experience at ToyBox, away from the stresses of these challenging and uncertain times. We appreciate your patience and support as we have extra procedures in place to ensure we reduce the risk of spreading Covid 19 or any other illness and keep you and your children safe and well.

There is much information in the media about infection control, and you will have seen stickers and systems in shops and other public places. However, our nursery environment, sessions and staffing structure does not enable us to have a one-way system, gather children in separate rooms or have separate bubble cohorts. We are also aware that 2 and 3-year-olds are not able to social distance during their play.

We have carefully assessed the risks and put together a workable plan to keep you, your child, and our staff healthy whilst also considering the mental well-being of the children. Here are some of the things we have put in place:

- We have deep cleaned our environment and have a new more intensive cleaning regime which includes extra cleans throughout the sessions for high contact spots like backs of chairs, door handles, tabletops, taps etc.
- We will clean lunch boxes before we bring them into nursery and any other resources that are brought into our environment.
- We will incorporate extra handwashing into our daily timetable and make this a fun joint activity.
- We have removed sand play as well as items that are common for a child to put into their mouth such as the plastic food and cutlery in the home corner.
- We will provide fresh playdough each day for a once only activity.
- Toys and equipment such as books, building blocks and vehicles have been boxed into sets so that there is at least 3 days between this equipment being played with again. This is also the case with dressing up clothes and dolls clothing. There will also be increased amounts of material items removed for washing.
- Paper towels will be used for drying crockery and hands and wiping tables.
- Hand sanitisers and baby wipes will be available for use in the garden, but this is not in place of regularly handwashing with soap which is known to be much more effective.
- We have procedures and equipment in place in the event of a child developing any Covid-19 symptoms and all parents will be informed if this were to occur.



-As experienced practitioners, we will continue to provide the care and support for your child if they were to become upset in the way that we always have. With kind words, a soft touch, and a listening ear. It is possible to give a 'safe' hug to a child without having faces close together and we will continue to support your child as we feel is appropriate.

-At mealtimes, we will spread out over our tables to allow more space between each child whilst we still maintain a joint, social activity. Children will have their own place mats and individual plates and cups which will be cleaned thoroughly with detergent.

-Parents and carers will not be permitted to enter the building. Where a new child settling in needs parental support, we will allow one parent to support them for part of the first session. The adult will sign a form stating they are free from any symptoms, wash their hands upon arrival, stay 2 metres away from the other children and wear a face covering. -Any visitors to the nursery, for example a prospective parent coming for a show around, will be expected to dress and behave as above and will be invited to attend at the end of the day when the children have gone home.-We will be utilising our lovely outside space much more than usual with the greater part of our day spent outside. This is recommended as a better environment for limiting the virus spreading.

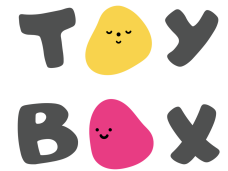
-Any staff member or child who develops Covid-19 symptoms will not attend nursery and appropriate steps will be taken and notifications made to all concerned in line with latest government guidance. There are some rules that you must adhere to in order for us to provide a place for your child at ToyBox

-Due to Covid our staffing ratios have decreased. This means if one of the two members of staff were to fall ill we would be unable to open. With this in mind we are unable to safely cover staff sickness due to having no bank staff available at this time. We thank you in advance for your patience and understanding and support during this uncertain time in keeping both our children, staff and community safe. We will be looking to appoint extra staff/ bank staff and volunteers in the future when it is safe to do so.

-We will check your child's temperature each morning before bringing them to nursery. If their temperature is raised for any reason, then they must stay at home.

-If your child has a cough that continues for up to an hour or has 3 episodes of coughing in 24 hours, or a temperature of 37.8 degrees or more then they must stay at home and you should call 111 for guidance.

-In the event that your child develops coronavirus symptoms, we ask that you organise a test for them, and notify us immediately of a positive test.



-Your child must only bring into nursery their clothing and their lunch box. Drinks, snacks, nappies, and wipes will be provided. Please do not bring in toys or books. You may leave a spare set of clothes on their pegs.

-Please provide a lunch for your child.

-Hand your child over to our care at the nursery entrance door. Please stay 2 metres away from the door. Your child will be helped to wash their hands in soapy water before they enter the playroom. (The soap is used to break down the protective layer of the virus and is more effective than hand sanitiser).

-At collection time, please ring the bell and step back. We will bring your child out of nursery to you with freshly washed hands and all their belongings.

-Please keep your distance from our staff members and from other parents whilst you are waiting on our pathway to drop off and collect your child.

-Only one adult should come to drop off and collect your child

-Apply sun cream to your child before bringing them into nursery

-Your child should wear clean clothes each day

-Please limit the time spent talking face to face to our staff member at handover. We will be available to talk more freely on the phone or by email.

I hope that this letter has given you the information you need to understand what arrangements we have made to enable children to attend nursery. We are looking forward to welcoming your child back and I hope that you are assured that we have taken all possible steps to ensure safety for all in our setting. If you have any questions or suggestions, please let us know.

Kind regards

Gemma Turner

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