

# Cylch Meithrin Cwmnedd

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## Information for parents with regards to re-opening in September 2020

Before re-opening Cylch, there are a number of different measures that we've needed to put in place to help ensure that, as parents, you are happy that we are doing our utmost to ensure that your child is returning to as safe a setting as possible.

These measures have been jointly agreed between the Governing Body and the staff of Cylch Meithrin Cwmnedd and have been co-produced with the school where we are fortunate enough to share a premises. The needs of children, staff and parents in Ysgol Gynradd Gymraeg Cwmnedd have therefore also been factored in to our logistical planning with regards to staggered start and collections times for example.

As you are aware, guidance and recommendations are still changing on a weekly basis, but rest assured we will always adhere to the latest guidance and will keep you informed as things change and we gradually return to business as usual. We would like to thank you in advance for your cooperation at what is an extremely difficult time for everyone.

## Risk assessments

- ✓ Before re-opening, all settings need to carry out a risk assessment which lays out how they will minimise risks to children, staff and families; and the measures they will put in place to ensure that those risks are mitigated.
- ✓ These risk assessments are working document and will be reviewed on a weekly basis. They directly address the risks associated with COVID-19, enabling further measures to be put in place to control those risks for children, staff and parents. If you would like to see a copy of our risk assessment we will be happy to share this with you.

Naturally we have made some changes with regards to the following:-

- ✓ Hygiene procedures for staff and children – including the provision of the required PPE

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- ✓ Health and safety - RIDDOR reporting, fire procedures and maintaining the appropriate social distancing rules
- ✓ Process for play equipment e.g. water and sand pose potential challenges with cross contamination, so we won't be using these.
- ✓ Cleaning before opening and closing and in between sessions
- ✓ Handles, surfaces, toys, soft furnishings and procedures to follow guidelines. We won't be using toys and equipment that cannot be easily cleaned.
- ✓ Staggered drop off and collection times – your specific allocated times will be confirmed to you in individual correspondence.
- ✓ Organising staff and children in small consistent groups in line with government guidance.
- ✓ Increased outdoor activities (dependent upon space available) with outdoor equipment appropriately cleaned between sessions.
- ✓ Assessment of layout and environment

### Managing new intakes:

- ✓ Virtual/telephone pre-start meetings to discuss the needs of children attending the setting, to assist with settling. We have arranged an 'open day' for parents and children to attend the premises on Monday 24<sup>th</sup> August. **There will be 2 sessions – one in the morning 10-12 and one in the afternoon 2-4pm. If you are planning to attend please could you let us know which session you plan to attend so that we can ensure that we are adhering to the necessary social distancing measures.**

### Potential outbreak

We will also have processes in place that ensure we can respond to any suspected cases.

- ✓ Supporting the Test, Trace, Protect strategy
- ✓ Cleaning and closure arrangements if suspected or actual cases occur
- ✓ Monitoring and managing sickness for children and staff
- ✓ Isolation areas for children/staff showing signs of COVID-19
- ✓ Maintenance and premises checks e.g. health and safety checks prior to opening

### What this means for you:

- ✓ Children will now need to arrive and be collected at staggered times – you will be notified separately of your allocated time.
- ✓ Parents aren't allowed in the premises or school yard and will need to drop and collect their children at the gate in the lane that runs alongside the back. They will be met by a member of staff at the gate.
- ✓ Those that pay for childcare provision will need to put the correct money in an envelope, - clearly labelled with the amount and the name of the child - and hand it to a member

of staff at the gate – we won't be giving change, so would appreciate your cooperation with this.

- ✓ Parents are asked to provide a clean change of clothing for their child on the first day back in a clearly labelled plastic bag (not a rucksack or child's bag). These clothes will then be kept in a designated bag in Cylch (one for each individual child) until they need to be used, at which point parents will be notified and asked to provide another clean set of clothing.
- ✓ Children won't be permitted to bring bags with their own toys (or clothes) in to the setting. The only items permitted from home will be dummies or a comforter blanket and we would expect these to be sanitised/cleaned regularly. These will be kept in the same labelled bag as the child's clean set of clothing.

## Parents and carers

It would be helpful if, before your child returns, you could inform staff of the following:

- ✓ Understanding of any individual risks e.g. does your child attend more than one setting
- ✓ Any changes in circumstances for children or additional support that may be required.
- ✓ The best methods for remote communication. Please make sure we have your most up to date contact details.
- ✓ It is more important than ever that you adhere to our existing Cylch policies – for example with regards to letting us know who will be collecting your child.

**Staff will naturally be vigilant for signs of fever and other symptoms. However, no child with symptoms should be sent to the provision under any circumstances. We would appreciate your full cooperation in this matter and trust that you will act accordingly.**

A full copy of Cylch Meithrin Cwmnedd's policy for re-opening can be e-mailed to you on request.

If you have any questions at all in relation to any of the above, please ask a member of staff or e-mail us at [cylchcwmnedd@gmail.com](mailto:cylchcwmnedd@gmail.com)

For more detailed guidance see:

- [Protective measures for childcare settings](#)
- [Infection Prevention and Control for Childcare Settings Wales.](#)
- [Care Inspectorate Wales Covid-19 FAQ's](#)

The latest government guidance can be found here:

[www.gov.wales/coronavirus](http://www.gov.wales/coronavirus)