



**Cygnets Childcare, The Old School Hall,
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Protocol for responding to a suspected case of Coronavirus in the setting

Child

If a child displays symptoms of coronavirus (temperature of 37.8oC, a new continuous cough or a change to their sense of taste or smell), they should be sent home immediately and follow government guidelines on what to do if someone in your household develops symptoms (www.gov.uk/government/publications/covid-19-stay-at-home-guidance).

1. Staff member to contact parent/carer immediately and request they are collected within 30 minutes of the initial call.
2. A child who is waiting to be collected, will be separated from their group and isolated with one member of staff, preferably in a well-ventilated area at least 2m away from others.
3. If they need to use the bathroom, they should use the adult toilet and adjacent sink only, which should be cleaned and disinfected before being used by anyone else. The bathroom windows should remain open at all times.
4. As it is not possible to maintain social distancing with children, the adult should wear a facemask, gloves and apron. If a risk assessment determines there is a risk of splashing to the eyes e.g. from coughing or spitting, then eye protection should also be worn. PPE will be available in a lidded and labelled box in the office.
5. Once the child has left the setting, we will follow guidance, 'Cleaning of non-healthcare settings' (www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings) to ensure areas they have been in are disinfected and any PPE and other waste is disposed of safely.
6. In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.
7. The child will need to self-isolate for 7 days and members of their household for 14 days. The child will not be permitted to return to Cygnets until after 14 days.
8. The parent/carer should obtain a test for their child. If the test is negative, the child may return to Cygnets and household members end their self-isolation.
9. If the test is positive, Cygnets will close for 14 days and children and their families and staff advised to self-isolate for 14 days.

Cygnets is committed to safeguarding and promoting the welfare of children and expects everyone to share this commitment and responsibility.

10. To access testing parents will be able to use the 111 online coronavirus service if their child is 5 or over. Parents will be able to call 111 if their child is aged under 5.
11. As part of the national test and trace programme, if other cases are detected in the setting, Public Health England's local health protection teams will conduct a rapid investigation and we will act on their advice.

Adult

1. If an adult displays symptoms of coronavirus, they should isolate themselves in a well-ventilated area at least 2m from others.
2. Person in charge to ensure safety of all children and request another staff member or committee member to attend Cygnets immediately.
3. Staff member to begin contacting parents of children to collect them within 30 minutes.
4. Symptomatic adult to leave the setting once a second appropriate adult has arrived.
5. Once all children safely collected, follow the child procedure points 3-7.
6. Adult should obtain test and follow points 7-9 above.
7. If no member of staff is subsequently available to cover for the adult who is symptomatic, Cygnets will remain closed until alternative arrangements can be made.

The setting will be cleaned in accordance with government guidance (www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings) before reopening when it is safe to do so.