



Coronavirus (COVID-19) Policy Cylch Meithrin Y Felinheli

Cylch Meithrin Y Felinheli recognises the importance of advance planning in order to maintain services and limit the spread of the new coronavirus (COVID-19) within our setting. Some of the following information has been taken directly from the latest version of the document Coronavirus (COVID-19): educational settings guidance, which can be found in its entirety [here](#).

This is the link we will (and you should) check daily and will use to amend our policy and responses to any COVID-19 related scenario if and when the guidance is updated again. Public Health Wales also release daily statements at 11am, available [here](#).

Information about the virus

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. COVID-19 is a new strain of coronavirus first identified in Wuhan City, China in December 2019. The incubation period of COVID-19 is between 2 and 14 days.

This means that if a person remains well 14 days after contact with someone with confirmed coronavirus, they have not been infected. The following symptoms may develop in the 14 days after exposure to someone who has COVID-19 infection:

- cough
- difficulty in breathing
- fever

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease. There is no evidence that children are more affected than other age groups – very few cases have been reported in children.

How COVID-19 is spread

From what we know about other coronaviruses, spread of COVID-19 is most likely to happen when there is close contact (within 2 metres) with an infected person. It is likely that the risk increases the longer someone has close contact with an infected person. Droplets produced when an infected person coughs or sneezes (termed respiratory secretions) containing the virus are most likely to be the most important means of transmission.

There are 2 routes by which people could become infected:

- secretions can be directly transferred into the mouths or noses of people who are nearby (within 2 metres) or could be inhaled into the lungs
- it is also possible that someone may become infected by touching a surface or object that has been contaminated with respiratory secretions and then touching their own mouth, nose, or eyes (such as touching a door knob or shaking hands then touching own face).

Preventing spread of infection

There is currently no vaccine to prevent COVID-19. The best way to prevent infection is to avoid being exposed to the virus. There are general principles which we will follow to help prevent the spread of respiratory viruses, including:

- washing hands of children and staff often with soap and water
- covering coughs or sneezes with a tissue, then throwing the tissue in a bin.



- children, staff and visitors will be asked to wash their hands:
 - before leaving home or on arrival at Cylch Meithrin Y Felinheli
 - after using the toilet, after breaks and sporting activities
 - before food preparation
 - before eating any food, including snacks
 - before leaving
- we will use an alcohol-based hand sanitiser that contains at least 60% alcohol if for some reason soap and water are not available
- avoid touching our eyes, nose, and mouth with unwashed hands
- clean and disinfect frequently touched objects and surfaces
- if we are worried about the symptoms of a child or member of staff, we will use the Coronavirus COVID-19 symptom checker on NHS Direct Wales.
- We will keep updated and check the latest information about novel coronavirus on the Public Health Wales website

At Cylch Meithrin Y Felinheli we will promote infection control through the methods above and in addition we will:

- Ensure that adequate supplies of cleaning materials are available within the setting
- Dispose of waste promptly and hygienically
- Provide tissues and suitable facilities for their disposal

What we will do if any child or member of staff become unwell

Children

We request that if you believe you, your child or a close member of your family may have come into contact with COVID-19 in the past 14 days (whether you have symptoms or not) that you do not bring the child to the setting. Similarly, if you believe you, your child or a close member of your family becomes ill with symptoms which could be COVID-19 do not bring the child to the setting. Any child who becomes ill with symptoms which could be coronavirus while at the setting will be isolated from the other children by at least two metres until the child can be collected by his or her parents. We will also call 999 in an emergency (if they are seriously ill or injured or their life is at risk) and CIW.

Staff

We will instruct staff to remain at home if they report any relevant symptoms before arrival. If they first display symptoms while at work we will find somewhere safe for them to sit which is at least 2 metres away from other staff and children. If possible, we will find a room or area where they can be isolated behind a shut door, such as a staff office or meeting room. If it is possible to open a window, we will do so for ventilation. If they need to go to the bathroom whilst waiting for medical assistance, they will use a separate bathroom if available.

Once they leave, all surfaces that the child/member of staff has come into contact with will be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice. These will include:

- all surfaces and objects which are visibly contaminated with body fluids
- all potentially contaminated high-contact areas such as toilets, door handles, telephones
- Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with body fluids do not need to be specially cleaned and disinfected.



In both instances the setting will remain open (if staffing allows), but parents and staff will be informed.

Closure

Current advice is that closing individual settings is of limited benefit in stopping the spread of the disease. However, there may be some occasions when we will have to consider temporarily closing the setting because we have too few unaffected staff to run safely. If this occurs the manager will contact Care Inspectorate Wales or Public Health Wales for further support and guidance.

The setting will also have to close if advised to do so by the Welsh Government or the Local Authority, in the interest of safeguarding the children in our care.

Payment of fees

In the event that due to symptoms of Coronavirus (COVID-19) you do not require the childcare place the payment of fees will be in line with our Fee Policy/Parents' Handbook

In the event that we are forced to close due to instructions given by the local authority where it is out of the setting's control, we will review our payment policy.

In the event of closure, we will notify parents or carers as soon as possible. We will also inform Care Inspectorate Wales as well as other relevant parties i.e. local schools, other users of shared premises etc.

Advance planning

In preparation for dealing with a pandemic disease, the setting will ensure that all contact details for staff, children and parents are up to date.

We will prepare letters of notification for parents and staff so that they can be distributed immediately if an outbreak occurs.

The setting will regularly update its information regarding pandemic diseases by checking the latest guidance from Public Health Wales, the local authority and Mudiad Meithrin and will inform parents and staff of any changes to our emergency plans