



Coronavirus: Guidance for Registered Childcare Settings

Question & Answers Issue 1 04 March 2020

What proactive steps can I be taking?

Remember important hygiene practices

- make sure you wash your hands regularly and thoroughly with hot water and soap
- use hand sanitiser with at least 60% alcohol where hot water and soap is not available
- encourage all children to wash their hands regularly, especially before eating
- if you are experiencing flu like symptoms, you should follow the absence policy and take sick leave
- if children who attend the setting are unwell, please refer to
 - EY02 Response to illness procedure

What if someone becomes unwell when on the premises?

If someone becomes unwell in the childcare setting and has recently come back from an area affected by coronavirus, they should:

- get at least 2 metres (7 feet) away from other people
- go to a room or area behind a closed door, such as a sick bay or staff office
- avoid touching anything
- cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow
- use a separate bathroom from others, if possible
- **The unwell person should** use their own mobile phone to call either:
 - for NHS advice: 111
 - for an ambulance, if they're seriously ill or injured or their life is at risk: 999
- They should tell the operator:
 - their symptoms
 - which country they've returned from in the last 14 days

If the person affected is a young child, we will ask staff to volunteer to supervise the child. We would suggest that this should be person who has spent the most time with the child that day. The manager in charge will contact NHS 111 (or 999 in an emergency) on behalf of the child and also contact parents/carers.

If someone with coronavirus comes into our childcare setting, do we have to close?

No. The local [Public Health England \(PHE\)](#) health protection team will get in contact with the manager of the childcare setting to:

- discuss the case
- identify people who have been in contact with the affected person
- carry out a risk assessment
- advise on any actions or precautions to take

What do we do if parents/carers tell us that they are self-isolating themselves and their family?

There are no special measures or restrictions needed, however please inform the Early Years team.

Email: Andrea.stevens@salvationarmy.org.uk

Phone: 0207 367 4875

What do we do if a staff member needs to self isolate, or needs to take time off to help someone who depends on them?

Please see guidance for Employees and Managers.

Specific Public Health Advice for Educational settings

England and Wales

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

A poster to display at your setting:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/869250/Coronavirus_advice_for_educational_settings_poster.pdf

The Department of Education has launched a helpline to answer questions about COVID-19 related to education, open 8am to 6pm, Monday - Friday:

Phone: **0800 046 8687**

email: DfE.coronavirushelpline@education.gov.uk

Scotland

https://hpspubsrepo.blob.core.windows.net/hps-website/nss/2969/documents/1_covid-19-guidance-to-educational-settings.pdf

Northern Ireland

<https://www.publichealth.hscni.net/sites/default/files/2020-03/Guidance%20for%20schools.pdf>