

Dear Parents/ Carers

Further to my earlier email I would like to offer some clarity as to how we envisage the re-opening of Bell House. As I am sure you can appreciate these proposed plans maybe open to change as we move forward. The proposed strategies have been devised with the safety and wellbeing of children, parents, and staff at the forefront.

Proposed plan as follows.

During this early phase of re-opening the nursery will open from 7.45am-6pm.

- There will be a Phased drop off and collection by one parent only.

Drop off

- Ladybirds 7.45am to be dropped off at the front door
- Butterflies 7.45 to be dropped off at the back gate
- Dragonflies 8am to be dropped off at the front door
- Bumblebees 8am to be dropped off at the back gate

Collection

- Ladybirds 5.45pm to be collected by the front door
- Butterflies 5.45pm to be collected at the back gate
- Dragonflies 6pm to be collected at the front door
- Bumblebees 6pm to be collected by the back gate

If there is a que at either drop off or pick up, we respectfully ask that you as parents and carers adhere to the 2-meter social distancing guidelines.

- Written handovers about your child's day will be given on collection, this will ensure that contact between staff and parents is minimal and swift.
- On arrival all children will have their temperatures taken by a staff member and hands washed.
- One bag of essentials only to be provided by parents for each child, which will be held at the nursery until the last day of attendance that week.
- The numbers of children per room have been reduced and are expected to be as follows:

Ladybirds – 6 Babies

Butterflies – 12 Toddlers

Bumblebees – 12 Toddlers

Dragonflies – 12 Pre-school

Alongside these reduced numbers the ratios of staff in the preschool room has also been increased from 1-8 to 1-6. Ratios in other room remain unchanged.

- Outdoor times will be staggered to ensure all children have access to outside space throughout the day. Please ensure you send your child in with the appropriate clothing for the weather.
- All staff will adhere to social distancing when possible, however as I am sure you can understand social distancing between the children will undoubtedly remain a challenge.
- Infection control measures such as hand washing, use of gloves, aprons, and hand gel etc. by staff will always be adhered to Along with supervised handwashing of the Children throughout the day. An additional member of staff will be present to ensure toys and surfaces are cleaned throughout the day.
- Increased cleaning protocols of the whole nursery will be adhered to morning and evenings and only wipeable toys (no fabric /teddies) will be offered to your child to play with.
- Mealtimes routines will remain unchanged at present unless otherwise indicated, however menus will change due to supply orders.
- Bedding will be washed daily, and sleep mats will adhere to the 2 meters social distancing advice.
- We are asking that if your child attends more than one setting that for the time being, they only attend one.

As you can see with reduced numbers we will need to know as a matter of urgency if you would like your child/ren to start back week commencing 1st June. (Apologies' if you have previously contacted me to request a place please do so again. Priority places will be offered to Key workers. If your child is not attending the setting you will not be charged. We will email over confirmation of your place.

Management will regularly review staff numbers and numbers of children who are able to attend the setting to ensure we can safely meet the needs of both children and staff.

I hope this offers some clarity for those of you wishing your children to return.

Thank you for your continued cooperation and patience at this challenging time.

Keep Safe Clare