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Dear parents and carers,

Welcome to a new school year at Lydalls. We are excited to be back at school again and are looking forward to the new term together.

If you are returning to Lydalls – welcome back – we can't wait to see you all again.

If you are new to our school this term – welcome and thank you for choosing Lydalls for your child – we are looking forward to getting to know you all.

I am writing you this letter to explain how our school continues to work to keep children, families, staff and our community safe during the coronavirus pandemic, as well as to keep you informed about key information. Please be assured that we continuously review our thorough and comprehensive risk assessment which is in line with government guidance. This letter is rather long, however contains essential information about nursery school routines and procedures, so please do read it carefully.

Please read this letter carefully. If you are an existing family who were at Lydalls last academic year, there are some key changes, including to pick up times and which door you should drop off and pick up from. I would also like to share that Kelly will be the Gecko group's key person in the mornings because Helen has reduced her hours and will now work in the afternoons and with lunch club.

Please check your welcome letters if you are returning to nursery and your child is moving from the 2 year old base into the main nursery – you will have an allocated start date and may not return as soon as the nursery opens on Monday.

Nursery routines:

- We are continuing with our one way system for drop off and pick-up times. You will enter the nursery through the small black side gate and come into the nursery garden through the green gate, where you will use a specific door for your child, depending on which key group they are in (see bullet points below for details). You will then walk around the back of the nursery, through the 'out and about' garden and back out of the gate near the buggy shelter. To leave the nursery, you will continue through the carpark, keeping to the left hand side of the larger back gates. The route is well signposted and staff will be present to help you find your way around this new system. Please note that as you walk around the back of the nursery, the ground is uneven in places, so please take extra care.
- *What time should I drop off and pick up my child?*
 - Our drop off times will remain as 8.45-9.00 and 12.45-13.00. Our pick up times will be 11.35-11.45 and 3.35-3.45. **Please note the 5 minute later start to pick up times compare to last academic year.**

- *Which door should I drop off and pick up from?*
 - Chameleon Club 2 year old base door – all children in our 2 year old base.
 - Nearest nursery door (the one near to the 2 year old base) – Lucy, Steph, Joanne and Claire-Louise’s groups.
 - Far nursery door (under the shelter round the corner) – Sally and the Gecko’s groups. The Geckos are what we call the group who are doing their extended hours (those entitled to 30 hours at nursery) or top up sessions – they will be with Kelly in the Morning and Helen in the afternoons. Please note that this may mean that these children are dropped off at one door and collected from another or vice versa. I apologise if this is a little confusing, however it is linked to different key groups coming together for their extended provision. Please don’t worry, just talk to a member of staff if you are unsure where to go and we will be more than happy to help.

- Please avoid arriving late whenever possible, however phone and let us know if you are. If you arrive late, the internal gates will be locked, but you can ring the doorbell on the second black gate and a member of staff will come and meet you.

- For everyone’s safety please respect other people’s space during drop off and pick up times. You no longer need to wear a mask during these times.

- If you need to leave a buggy, or bike/scooter in the buggy shelter, you must follow round the one way system with it and park it on your way out. Please note that all items are left at your own risk.

- If you need to speak to someone in the office, please do pop in. We ask that a maximum of 2 visitors/households/families wait within this space at any one time and request that if there are already 2 visitors/households/families inside, that you wait outside until one of these individuals/groups leaves.

- Please make sure your child brings the following items to nursery each day:
 - A bag with at least two full change of clothes inside. Drawstring bags are preferred due to the space needed to store larger bags. We will make your child a label for their bags with their photo on – please leave this on their bag because it helps both staff and children locate their bags quickly during the nursery day. Please ensure everything your child brings to nursery is named – including clothes and shoes.
 - A **named** water bottle. Children must only have water in their bottles please –no squash or fizzy drinks.
 - A pair or wellies. If your child wears their wellies to nursery, please make sure they bring a change of shoes in their bag.
 - A Sunhat if sunny or a warm winter hat and gloves if cold in the winter.
 - A waterproof coat appropriate for the weather (e.g. a light rain jacket if the weather is warm and a warm winter jacket if the weather is cold. Please also bring waterproof trousers if you have them.
 - If your child wears nappies or pull ups, please put some in their bag, alongside some wipes. For safety reasons, please do not put nappy sacks inside their bag.
 - Please do not bring any additional items such as toys from home or leave snacks or other items (e.g. lotions) in your child’s bag.
 - If your child requires medicines, these must be signed in with a member of staff and not left inside their bags. Please note that we can only give prescribed medications.
 - Please make sure that children have their shoulders covered during the summer months or when the weather is sunny and warm (no strappy tops please) and wear practical shoes which they can run and climb in (e.g. – no flip flops please)

- Children will be able to bring home the models and pictures they create at nursery home. We advise you to leave them untouched at home for 48 hours (or 72 hours if plastic), to safely reduce the risk of any possible COVID-19 transmission.
- Please support us by donating fruit and vegetables (in sealed packaging) for children to share at snack time if you are able to. There will be a table for fruit and vegetable donations under the shelter, at the far end of the garden, to the right of the fenced in tree. Fruit and vegetable donations must now be in sealed packaging. For example, pre-packaged bananas, apples, grapes, cucumber, peppers, tomatoes or carrots.
- Please support us by leaving a small donation in our frog money box. We ask for a voluntary donation of £1.50 a week towards our school fund for materials such as planting. It's up to you if you do this or not and no one is checking to see who has donated – but if you choose to do this – thank you very much! The frog money box will be located on the fruit table (see above).

How is the nursery working to keep children safe during covid-19?

- We have been advised by the Department for Education (DfE) that we no longer need to operate in bubbles and have carefully risk assessed that this is appropriate for our school.
- Staff take lateral flow tests twice weekly.
- Government guidance recognises that young children cannot be expected to socially distance from one another. They will be allowed to play together at nursery as this is essential to their wellbeing and development. Staff are still able to be close to children to support with 'intimate care' (such as using the toilet or changing children) and to meet their emotional, physical, developmental and learning needs.
- There are enhanced cleaning systems and processes in place:
 - Enhanced cleaning systems are in place throughout the day. This includes regularly disinfecting 'high touch' areas such as door handles and toilets, as well as resources available to children.
 - Doors and windows will be kept open as much as is practicably possible and safe to do so. External entrances will be kept closed for safety. Whilst we will ensure the nursery is not cold, it may run a little cooler than usual in order that we can ventilate the room by opening windows. Please make sure your child brings warm layer, such as jumper, to nursery with them each day (and a spare in their bag).
 - Children and adults will wash their hands when entering the nursery as well as regularly throughout the day. Adults may also use hand sanitiser.

What happens if there is a case of COVID-19?

Children can continue to come to nursery unless they have COVID-19 themselves and are encouraged to do so. We have a contingency plan where we can 'step up' COVID-19 secure measures should multiples cases occur and meet the outbreak threshold. Such measures may include a return to operating in bubbles, mask wearing for adults in certain situations, increased cleaning and remote education plans.

Schools are no longer routinely responsible for tracking and tracing close contacts of staff, students or visitors where an individual has COVID-19. This is instead the responsibility of NHS Track and Trace.

If you think your child is a close contact but has not have not been contacted directly by NHS Test and Trace please follow the guidance here <https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who>

[do-not-live-with-the-person#i-think-i-have-had-contact-with-someone-who-has-tested-positive-for-covid-19-but-i-have-not-been-notified-and-advised-to-self-isolate-what-should-i-do](#)

What to do if your child develops symptoms of coronavirus (COVID-19) or tests positive for COVID-19

If your child develops symptoms of coronavirus (COVID-19), they should get a PCR test and remain at home at least until the result is known. If negative, the child can end self-isolation; if positive, the child should isolate until at least 10 days after their symptoms appeared. Symptoms of coronavirus (COVID-19) are a new, continuous cough, or a high temperature, or a loss of, or change in, their normal sense of taste or smell (anosmia). If the child has a positive test result but do not have [symptoms](#), they should stay at home and self-isolate for 10 days from the date the positive test was taken. This isolation period will be extended if they go on to develop symptoms by counting 10 full days from the day following their symptom onset. Anyone with symptoms will be eligible for a PCR test (the normally available test type) and this can be arranged via [Get a free PCR test to check if you have coronavirus \(COVID-19\) - GOV.UK \(www.gov.uk\)](#) or by calling 119.

Instructions for people who live in the same household as someone with COVID-19 (tested positive or symptomatic awaiting a test result)

Please see the [stay at home guidance](#) with information of what the household should do and who is exempt from isolation as a close contact. Even if you are exempt it is recommended that close contacts get a PCR test if aged 5 and over, and undertake other measures outline in the guidance such as limiting contact with anyone who is extremely clinically vulnerable and wear a face covering in enclosed spaces while the person in your household with COVID-19 is self-isolating.

If you develop [symptoms](#) at any time, even if these are mild, self-isolate immediately, [arrange to have a COVID-19 PCR test](#) and follow the [guidance for people with COVID-19 symptoms](#).

For most people, coronavirus (COVID-19) will be a mild illness.

If your child does develop symptoms, you can seek advice from the nhs.uk website at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>. If you are concerned about your child's symptoms, or they are worsening you can seek advice from NHS 111 at <https://111.nhs.uk/> or by phoning 111.

Contacts who are not required to self-isolate from 16 August

From 16 August, you will not be required to self-isolate if you are notified you have had close contact with someone with COVID-19 and any of the following apply:

- you are fully vaccinated
- you are below the age of 18 years 6 months
- you have taken part in or are currently part of an approved COVID-19 vaccine trial
- you are not able to get vaccinated for medical reasons

Fully vaccinated means that you have been vaccinated with an MHRA approved COVID-19 vaccine in the UK, and at least 14 days have passed since you received the recommended doses of that vaccine.

If you are a health or social care worker or student working in health and social care settings who has been identified as a household contact and are exempt from self-isolation, there is [additional guidance available](#) that you should follow to reduce the risk of spread of COVID-19 in these settings.

This means that students who are under the age of 18 years and 6 months or older students who are fully vaccinated can still attend the educational setting if identified as a close contact but are recommended to get a PCR test if 5 years and avoid anyone who is extremely clinically vulnerable for the time you would have isolated and follow additional measures outlined below.

How to stop coronavirus (COVID-19) spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with coronavirus (COVID-19): [guidance on how to stay safe and help prevent the spread](#)

- get vaccinated – everyone aged 16 and over can [book COVID-19 vaccination appointments](#) now
- wash your hands with soap and water or use hand sanitiser regularly throughout the day
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards
- meet people outside and avoid crowded areas
- open doors and windows to let in fresh air if meeting people inside
- wear a face covering when it's hard to stay away from other people – particularly indoors or in crowded places
- participate in twice weekly LFD testing following national guidelines (recommended for 11 years and over). We encourage you to log your results here: <https://www.gov.uk/log-test-site-covid19-results>

Further Information

Further information is available at

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

- If a child shows symptoms of COVID-19 whilst at nursery, they will be moved into a separate and well ventilated room with a member of staff and you will need to collect them immediately. Staff looking after them will need to wear additional PPE (Personal Protective Equipment): this will include an apron, gloves, face mask and face shield.
- We will keep you informed of any confirmed cases using Parentmail.

Please note that you will not be able to drop off or collect your child from nursery if you are self-isolating, but can arrange for a COVID free family member or friend to do this for you if your child does not show any symptoms.

What home learning will be provided if my child's bubble or the school has to close due to COVID-19?

- We have remote learning contingency plans available and ready to be 'switched-on' when needed.
- In the event of partial or full closure, this will take place with staff posting activities and ideas on Tapestry, as well as via our Facebook page. We will also signpost you to other online learning opportunities.
- If your child is self-isolating you will be able to follow along with their learning at home via our 'share with parent planning' which is sent home each week (for children in the main nursery), as well as through links on our Facebook page.

What advice is there about transport and getting to nursery?

- We encourage you to walk or cycle to school where possible.
- The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport.

I have been on holiday abroad, what should I do when I return?

- Please follow the government advice here: <https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england>
- You must contact us when you return from your holiday and before you come back to nursery, so that we can advise you when your child is able to return to nursery.

What should I do if my child is clinically extremely vulnerable (CEV)?

- All children who are CEV should attend their setting unless they are one of the very small number of children under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend.

I need some support – can you help me?

- If you need advice, support or help, please talk to us. We know that COVID-19 has made life difficult for many families. If you need help – please ask us. We are able to offer support and help you to link up with other organisations which you may find helpful too.

What are some of the ways in which the school communicates with us?

Communication

Here are some ways in which you can keep in touch and up to date with all the latest Lydalls news and information:


TAPESTRY
ONLINE LEARNING

Tapestry – This is your child's online Learning Journey. Log in to see what they have been learning at nursery and to upload your own photos and observations.

 **ParentMail**

Parentmail – sign up to receive newsletters, group planning, letters and other notifications (for example, on the rare occasions when we need to close the school). The school is able to send emails and texts through this service.

Download the app from your app store for even easier access!

 **Find us on Facebook**

Facebook – Follow us on Facebook for information, ideas and links.

I look forward to the term together

Best wishes,

Sarah Phillips

Headteacher