

20th May 2020

Dear Parents and Carers,

Subject to Government guidance, Little Fingers will re-open on 1 June. Over the coming days, we will keep you informed on any further Government guidance.

We cannot offer the same level of child numbers due to: the Government guidance; the practicalities of our physical setting; and the overarching considerations for the safety of the children, their families and our staff. Myself, Olivia and the management committee have been working hard to formulate a structure in which we can open safely on 1 June. With this e-mail, I attach:

1. Covid-19 Risk Assessment for the setting;
2. Covid-19 Operating Policy;
3. Covid-19 Procedures; and
4. Covid-19 Parent and Pre-school Covid 19 Agreement

Documents 1-3

Please read through these documents carefully and note that there are quite a few procedural changes to the way we will operate. From a practical point, I make further reference to some points below.

Document 4

Please take the time to read and sign the 'Parent and Pre-school COVID-19 Agreement'. Please return an e-mail or scanned copy of the agreement to Olivia by 12 noon on Wednesday 27 May.

The point of all these documents is to ensure that we are working together for the safety of everyone.

Practicalities

While this remains an uncertain and somewhat confusing time, we are very much looking forward to welcoming the children back to Little Fingers. The Little Fingers' environment will look very different for the children from 1 June. There will be further correspondence coming to "soften" these changes for the children. Arrivals and collections will be more structured and our daily routines will change, but we will ensure that we make the return to Little Fingers as seamless as we can for all the children.

Excluding children of "Key Workers" and "Vulnerable", the children will be split into two small groups of 10 children. Rainbow group and Sunshine group. Rainbow children will be offered sessions on Mondays and Tuesdays, from 08:50/09:05 -14:50/15:05, split into Rainbow A and Rainbow B, to allow staggered arrival and collection times.

Sunshine group will be offered sessions on Thursdays and Fridays, from 08:50/09:05 -14:50/15:05, split into Sunshine A and Sunshine B to allow staggered arrival and collection times.

In dialogue with parents/carers, the groups have been decided based on taking two factors into consideration where possible - friendships and requested sessions.

Further information regarding which group your child has been placed in, will follow in due course.

Wednesdays are being reserved to undertake a thorough clean of Little Fingers, inside and outside, including all the toys and the equipment used by the children and staff.

We feel that this strategy will allow us to minimise the risk of infection, whilst keeping the Little Fingers' environment as "normal" as possible for the children.

During arrivals and collections, to help us follow the Government guidelines on social distancing, we ask that you remain in your car until a member of staff calls you over. We will ask that you remain at the bottom step while your child walks up, where a member of staff will welcome them in. The new way of arriving may prove a little hard for some children, so we ask that you start to talk to your children now about the new procedures so they know what to expect and explain that you as parents and carers are not allowed into Little Fingers.

Staff will not be permitted to apply sun cream to children as we would usually. Therefore, we ask that the children arrive in the morning with sun cream applied that will last for their full session. We would also like to request that you provide a healthy snack for your child as well as their lunch, in two separate and named, airtight plastic containers. Your child will also need a named plastic water bottle for the day.

Little Fingers' staff will be asked to adhere to Government guidelines regarding social distancing if meeting up with people who live outside their home. We politely ask that all children and their families also follow Government guidelines to help us minimise the risk of cross contamination. If we are all sensible, the impact of this virus will be reduced.

Whilst we cannot expect children to social distance at Little Fingers, we can do our utmost adhere to guidance external to the setting. With that in mind the children will still have cuddles when they want them, noses will be wiped and bumps and scrapes will be dealt with tenderly. Our compassion and care will be the same as it ever was before the Government's social restrictions of 23 March.

It is something of an overused word at the moment, but these are 'unchartered waters' for Little Fingers, but it is our aim to undertake a weekly review of measures and keep you informed, as and when appropriate.

Should you have any queries or concerns, please do not hesitate to contact me.

Thank you for your understanding and cooperation.

With kind regards

Leanne Shuttleworth
Pre-school Manager