

Quality and Training Manual
Child Admissions Policy – Keyworker groups due to COVID-19
Version 1 Issued March 2020

The relevant legislation underpinning this policy includes:

- Guidance for schools, childcare providers, colleges and local authorities in England on maintaining educational provision (published 19th March 2020)

1.0 Policy Statement

This is a temporary policy that covers Childbase Partnership due to COVID-19. Please refer to our main Child Admission policy for our aims and procedures.

Childbase Partnership has remained open for priority groups. Throughout this period we have supported those able to attend nursery as well as providing a vast amount of support through our home learning initiatives and remote contact with our families and children who have been staying at home.

From the 1st June 2020 we welcome back our children and families to nursery.

We will be able to do this provided that the five key tests set by government justify the changes at the time, including the rate of infection ('R') is decreasing and the enabling of the programmes set out in the Governments Roadmap (<https://www.gov.uk/government/publications/our-plan-to-rebuild-the-uk-governments-covid-19-recovery-strategy>) are operating effectively.

Whilst safety remains the ultimate priority we are focused on addressing the impact of COVID-19 restrictions on each of our children to ensure support is tailored to individual need.

2.0 Procedure

- Families will be contacted in the first instance asking whether they will be returning to nursery on the 1st June 2020.
- Where numbers are high we will prioritise nursery places for 3 and 4 year olds.
- Children who have been classed as clinically extremely vulnerable due to pre-existing medical conditions and have been advised to shield will not be expected to return to nursery at this stage
- A child who lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, can attend nursery.
- If a child lives in a household with someone who is extremely clinically vulnerable, as set out in the shielding guidance on the Government website (<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>) it is advised they only attend a childcare setting if stringent social distancing can be adhered to and, in the case of children, if they are able to follow instruction. This is not possible for very young children and therefore at this stage we do not expect those individuals to attend in line with Government guidance.
- In order to reduce risk and enable our protective measures we require children to attend for a minimum of three days a week
- Once you have confirmed your return, we ask that a new 'All About Me' form is completed as this will support us in understanding any changes during this period of absence.
- If your child has a care plan, we will be scanning these to you so you are able to complete an updated version on return.
- A COVID-19 Site Operating Plan for Parents and Children will be available to you and sent via email

Quality and Training Manual
Child Admissions Policy – Keyworker groups due to COVID-19
Version 1 Issued March 2020

- An animated story will be available for you to view with your child to discuss changes within the nursery

3.0 Document Control

Procedure Owner	Quality and Training
Author	Lorna Wigley
Reviewers	New policy
Creation Date	20/03/2020
Re Issue No. Date Issued: Policy Effective Date	
Re Issue No. Date Issued: Policy Effective Date	
Re Issue No. Date Issued: Policy Effective Date	