



Tuesday 12th January 2021

Dear Parents/Carers,

IMPORTANT UPDATES TO OUR COVID-19 OPERATING GUIDANCE

I hope you and your family are well.

Throughout the pandemic, we have always prioritised the safety of the children and our colleagues. And so, following the restrictions that were introduced last week, we have decided to temporarily change how our nurseries operate from today.

Therefore, I would like to draw your attention to some key points in our updated guidance document. Some of these measures were already in place; however, we feel it is important to remind parents of these measures and make you aware of any changes.

- Drop-offs and collections are limited to one parent per family to reduce the number of people congregating outside of our nurseries.
- Parents **must** wear a face mask when dropping off or collecting their child (unless you have a valid medical exemption).
- All children will have their temperatures checked upon arrival to the setting. If your child has a high temperature (37.8 degrees or higher), you will be asked to return home with your child and arrange for them to have a Covid-19 test, or until their temperature drops below 37.8 degrees. We understand that not all raised temperatures are Covid-related; however, we hope you can understand that we must follow strict guidelines to ensure that our nurseries remain safe for other children and our staff teams.
- Children will be kept within their nursery room groups and refrain from mixing with children from other room groups. Unfortunately, this will mean that children will not transition to another room for the foreseeable future.
- Staff must wear a face mask when they move around the nursery (unless they have a valid medical exemption), including walking around corridors or communal areas. The use of face masks will also apply where staff have to work in a room that is not defined as their 'base room'. Where staff are working in their 'base room', they will not be required to wear a mask.

You can read our Covid-19 Operating Guidance in full here:

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- [Covid-19 Operating Guidance.pdf](#)

If you have any queries regarding how our guidance relates to your child's specific nursery, please speak to your Nursery Manager.

I would like to assure parents that we review our operating guidance regularly. We will continue to let you know of any changes we feel are needed to protect your children and our employees best.

In the meantime, I wish you all the very best and thank you for your continued support.

Kind regards,

Danielle Butler
Operations Director