

KILLAMARSH PARISH COUNCIL
EXTRA ORDINARY FULL PARISH COUNCIL MEETING

Tuesday 9th June 2020 at 4:00pm.

This will be a virtual meeting on Zoom log in:

<https://us02web.zoom.us/j/81019837363?pwd=a29mSXI1Z2MzVlhzSVlCalhidnJwdz09>

Meeting ID: 810 1983 7363

Password: 334649

This meeting may also be accessed by telephone:

Call from mobile

02030512874,,81019837363#,,1#,334649# or 02034815237,,81019837363#,,1#334649#

Call from Landline

0203 051 2874

0203 481 5237

0203 481 5240

0131 460 1196

Meeting ID: 810 1983 7363

Password: 334649

Any of the above number can be used, they are all local rate numbers and should be included in any agreed call package/tariff. Please clarify with your provider.

Members of the public are welcome to access this meeting.

Dear Councillor,

You are summoned to attend an **extra ordinary meeting of the Full Parish Council** in accordance with schedule 12 para.10(2) (b) of the Local Government Act 1972 to be held via Zoom on the above date and time.

If you are unable to attend, it is important that your apologies and reason is passed to the Parish Clerk prior to the meeting. Apologies passed on through another member will not be accepted and the minutes will show as non-attendance.

Details of business to be transacted at the meeting will be shown below.

Yours faithfully,



Lisa J Powell (Ms)
Acting Parish Clerk/RFO

AGENDA

Please be aware that meetings open to the public may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are:

Requested to respect the wishes of members of the public who have come to speak at a meeting; and reminded that it is not permitted for oral commentary to be provided during a meeting.

The Chairman may ask people to stop recording and leave the meeting if they act in a disruptive manner.

1. Apologies for Absence

To receive and accept, if appropriate, apologies for absence from the meeting.

2. Declarations of members interests

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests to declare in subsequent agenda items, in accordance with the Parish Council's Code of Conduct.

Interests that become apparent at a later stage in the proceedings may be declared at that time.

Cllr K Bone	Conservative Party, Resident, Self-employed gardener, NEDDC, R.A.G.E, K.H.S
Cllr P Bone	Conservative Party, Resident, NEDDC, Killamarsh Charity Group, R.A.G.E, K.H.S
Cllr N Challenger	Conservative Party, Resident
Cllr S Clough	Conservative Party, Resident, SCC employee, NEDDC Planning, KCT(A), GMB, Director of Rykneld Homes Ltd
Cllr C Curzon	Conservative Party, Company Director (Construction), Resident, Land owner
Cllr B Jones	Labour Party, Resident, KCT(A)
Cllr C Lacey	Labour Party, Resident
Cllr S Mullins	Labour party, Resident
Cllr M Potts	Conservative Party, Resident, DCC Employee, KCT (A), NEDDC Planning, Police & Traffic regulations adjudication committee, Derbyshire Police and Crime panel
Cllr B Rice	Labour Party, Resident,
Cllr L Robinson	Labour Party, Resident, KCT(A)
Cllr J Sharp	Resident, Quick-fire Tableware employee, Conservative Party
Cllr E Thompson	Resident, Killamarsh Conservation Group, CCT member, R.A.G.E, KHS
Cllr N Whitehead	Independent, Resident, Various Company Directorships, NEDDC Joint ICT and Growth Scrutiny Committees, Killamarsh Bread Charities
Cllr J Windle	Labour Party, Resident, KCT(A)

3. Chairman's announcements – For information only

4. Items for the Next Full Council Agenda

5. Public Participation

A period of no longer than 15 minutes for members of the public to put questions or bring matters to the attention of the council.

6. Killamarsh Bears Returning to Leisure Centre

To consider allowing the Killamarsh Bears Play Group to return to using the Leisure Centre, when and under what circumstances Following information attached:

Proposal from Bears to KPC – Appendix 1

Covid-19 Parental Agreement from Bears – Appendix 2

Risk Assessment by Centre Manager – Appendix 3

Bears Risk Assessment – Appendix 4

Questions & answers in relation to Bears Access Request – Appendix 5

Letter from Killamarsh Bears re: Key Worker Parents – Appendix 6

Email from Killamarsh Bears relating to Children's Services – Appendix 7

7. Finance Committee Chairman

To elect a new Chairman of the Finance Committee due to the resignation as Chair by Cllr Whitehead.

8. Public Participation

A period of no longer than 10 minutes for members of the public to put questions to the council or address the council on matters that have taken place during this meeting.

9. Time and date of the next ordinary meeting

29th June 2020, time TBA



Killamarsh Bears

Pre School/Nursery

Registered Address:
 Killamarsh Bears Pre School/Nursery
 c/o Killamarsh Sports Centre
 Stanley Street, Killamarsh S21 1EL
 ☎ 0752755784
 Manager: Mrs Michelle Shaw
 Deputy Manager: Mrs Emma Milner
 Ofsted Registration : EY 387086

To the Killamarsh Parish Council

Killamarsh Bears Pre School Nursery

Proposal for Killamarsh Bears to open based on DCC and Early Years Alliance advice.

Killamarsh Bears have fully Risk Assessed the situation and have detailed procedures to parents. Document sent to DCC and S.Clough. Approved by Early Years Alliance and DCC. The procedures put in place are in line with other provisions i.e. Killamarsh Infant School, St Giles, the Day Care Centre and other private provisions in the area. We are all working to the procedures outlined by Early Years.

Parish Council to prepare their own Risk Assessment to enable both parties to work together to resolve this situation.

Killamarsh Bears holds a full Employers Liability Insurance which covers all eventualities e.g. Covid, epidemics, child accidents etc. Parish Clerk holds a copy of our insurance document – sent 9th May. Any liability is to Killamarsh Bears – the only Corporate Responsibility is mentioned in our rent agreement.

Killamarsh Bears uses the Childzone which can be classed as a contained area. It can be accessed from a path running behind the Skateboard park. Entrance is from the locked gate into the playground – KB staff already have a key. KB staff, parents and children can enter and leave from this access point. The doors from the Childzone to the corridor within the Leisure Centre can be locked with no need for access. Parents have been informed that there will be no access to the Childzone. Children will be handed over and returned to their parent on the Playground area.

The locked gated entrance/exit will be locked as usual during the sessions of the Pre School.

Killamarsh Bears have two suggestions for consideration :

a) a member of staff could work for Killamarsh Bears on a temporary basis just to assist Darren to open up and clean. We would then be able to pay that person Minimum Wage rate for say 3 hours. There would be no need for that person to then lose out by being un-furloughed. OR

Killamarsh Bears staff are happy to undertake the full cleaning of the floors, and the toilets at the end of the session. They are already undertaking to do safety cleaning throughout the day which is part of our Risk Assessment and guidelines from The EY Alliance. This way no Parish Council employee would be required – only Darren to open up at 8.00 and then 3.30 at the end of the day. There would be no extra cost to the Parish Council.

Killamarsh Bears will be responsible for the removal of any “contaminated waste” during the operational sessions.

It will be necessary for the Killamarsh Bears to have a Radio Comms link with Darren during the day for emergencies if necessary.

We have currently 3 parents awaiting the Parish Council's decision – all are essential key workers in the community. Government guidelines show that provisions should be open to assist parents at this time. We have 6 parents who are waiting to see how the operation is going – again

they are also Key Workers. All the parents we have contacted trust Killamarsh Bears to make their child safe and secure. They understand our stringent procedures put in place to protect them and their child.

Funding/Costs

Killamarsh Bears exist as they receive funding from DCC for the operation of a Pre School/Nursery. This is tax payers money. We also take in Fees for extra/additional hours that parents may require together with fees from children who are not eligible for funding. During this time we are only allowed to receive "Furlough" payments from HMRC on the % income that we received from fees during the month of February. This is 80% of the 14% (our income from fees). We will only be paid up to the end of term – 17th July. Therefore Killamarsh Bears has to cover the wages cost for August themselves. Also as we have not been allowed to open – parents who had asked us to open to assist them to go back to work – have now had to find other arrangements which means that we have now lost the income from those children as it has to be transferred to the provision taking them in. Therefore we will be losing more money. Unless we are open we will not be able to start processing places for September – which will mean that we will be in financial difficulty and will have to consider closing. It is estimated that we will lose between £8K to £10K.

Jill Wormleighton
Admin Finance Officer – Killamarsh Bears

Please reply to me on

Covid-19 Parental Agreement

In order to operate safely and to reduce the risk to our staff, children and other adults associated with COVID-19 we ask that you follow and agree to the following new guidelines. Failure to follow these may result in your child being unable to attend Preschool.

	I Agree
I will not bring my child/ren to Preschool if they or anyone within our household has or develops a fever, cough, or loss of taste/smell.	Yes / No
I understand that children and staff will have their temperatures taken at various points throughout the day. If my child develops any symptoms I will be called and asked to collect them immediately.	Yes / No
Only 1 adult will drop off/collect my child/ren We have implemented additional cleaning hands routine at pre-school, Please, ensure that you use the alcohol hand rub or sanitiser when standing at the entrance to the pre-school and before touching any of our areas. Adults are not let into the building at this time. Please wipe clean your child's lunch bag/box before putting it into the lunch basket at the doorway.	Yes / No
Our pre-school usually operates an open house pre-school, due to Corvid-19 and our attempts to limit the pre-school footprint, we can only allow parents to stand two metres apart, outside the new pre-school entrance via the side of the library and the green door until further notice. We also ask that only one parent should attend collection and drop off	Yes / No
I understand that my child/ren cannot bring any toys from home in order to reduce contamination risks. At pre-school we emphasize good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach, Please, ensure that you encourage this behaviour outside of pre-school too. Pre-school toys are regularly sterilized after play and throughout the day, as are the chairs and tables. We have an abundant	Yes / No

supply of resources and we therefore ask that children do not bring toys from home.	
Please explain this to your child prior to attending. If your child brings a toy from home, it will have to go home with the parent.	Yes / No
I understand that my child/ren may struggle to separate from me but will allow the practitioners to take and comfort them as necessary (and can request a follow up phone call to put my mind at ease)	Yes / No
At pre-school, all carpets and rugs have been removed. We have removed all soft toys and fabric cushions, dressing-up items, curtains etc. We ask that all parents provide at least 2 items of named clothing in their child's bag 48 hours prior to attendance (we will happily store these at pre-school for you) to minimize the transmission of Corvid-19 via fabric.	Yes / No
I will provide my child with a packed lunch in a container that can be wiped with anti-bacterial solution and that they can open and eat with minimal help or intervention from an adult.	Yes / No
I will dress my child in clothing that they can manage independently for toileting and self-care needs (nappy changes/personal care will still be done as and when necessary by an adult from my child's 'bubble' group using P.P.E.)	Yes / No
At Pre-school we have implemented a rigorous regular cleaning routine consisting of sterilising frequently touched surfaces. This is done at various times during the day and before opening and pre- drop off times and at the end of day. If you are going to arrive outside the usual drop off/ pick up times, please advise the pre-school before arrival Via Tel. as we do not want increased foot traffic after sterilisation	Yes / No
I understand that I should walk/bike or travel in my own car to travel to Preschool. Please note the advice of Safer travel guidance. Coronavirus (COVID-19): safer travel guidance for passengers	Yes / No
I understand that socially distancing young children is not possible and agree to my child/ren being placed in a 'bubble' group of children who will remain the same each week.	Yes / No

I understand that social distancing measures are still appropriate outside of Preschool and members of my household will continue to follow Government advice regarding this. We will stay away from other people and groups.	Yes / No
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Signed: _____

Print Name: _____

Date: _____

Killamarsh Bears Preschool staff will also be:

- Receiving daily temperature checks
- Informing the Management if they or any of their household develop any symptoms
- Adhering to strict hand washing and cleaning policies as set out in our new Covid-19 Risk Assessments
- Using Uniform clothing and PPE as per the Government guidance
- Following Government advice as far as is practicable from the Advice for Schools and Early Years Settings document.
- Following Government advice regarding social distancing and travel when not at work.

Location/Dept: Killamarsh Parish Council							
Task/ Activity: Killamarsh Bears restarting during covid-19			Date Assessed: 4 th June 2020		Assessed by: Darren Hibberd		
Review Date: 4 th July 2020			Reference Number: Bears covid19				
Activity/ Task	Hazard/Risk	Persons at risk	Controls in place	Severity (1-5)	Likelihood (1-5)	Risk/ Priority	Additional controls required
Killamarsh Bears use of Childzone	Contact with persons who may have been exposed to coronavirus	Employees and general public	<p>Parents will not be allowed to enter Killamarsh Sports Centre through the main reception doors, they will adhere to social distancing and que in the patio area until instructed to enter the building by Killamarsh Bears staff after a temperature check.</p> <p>They enter the building guided by Killamarsh Bears Staff this will only be child and one parent. There will then wash their hand before entering the Childzone.</p> <p>I keep right policy is inforce ensuring social distancing</p> <p>A que system with markers 2 metres apart is in force in the patio area,</p> <p>Killamarsh Bears staff and children only have access to the Childzone and communal blue corridor.</p> <p>During drop off and collection times no one other than Killamarsh Bears staff, Parent and Child will be allowed access to the communal blue corridor.</p> <p>Killamarsh Bears Staff are responsible for regular cleaning of the area whilst in use.</p> <p>Killamarsh Sports Centre staff will access to Childzone in a morning to</p>	3	2	6	Due to the ever changing situation this risk assessment need reviewing monthly and changing when the sports centre fully reopens.

			<p>Clean toilets on the blue corridor and in the Childzone.</p> <p>Killamarsh Sports Centre staff will access the Childzone and blue corridor when vacated to scrubber dry the floors after use.</p> <p>Killamarsh Bears Staff will be able to communicate to Killamarsh Sports Centre staff throughout the day by 2way radio.</p> <p>Killamarsh Sports Centre staff will be provided PPE (facemask and gloves) to wear during their shift.</p> <p>Killamarsh Bears will empty their bins every afternoon.</p> <p>Killamarsh Bears will provide their own hand sanitiser although the dispenser in the Childzone will be refilled daily</p> <p>Contaminated waste will be disposed in the yellow nappy bin and collected weekly.</p> <p>Contact between Killamarsh Bears Staff and Killamarsh Sports Centre Staff will be restricted to emergencies only.</p> <p>When the centre reopens and we are able to take bookings for the sports hall there will be no public access to the blue corridor during Killamarsh Bears drop off and collection times this will be controlled by the booking system.</p> <p>If Killamarsh Bears want to access another area this is done by booking system and managed by the</p>			
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			<p>Operations Manager and Killamarsh Bears Manger.</p> <p>Killamarsh Bears will communicate immediately if any of the Killamarsh Bears staff or children have been affected by Corvid-19 and act accordingly.</p> <p>If a person becomes ill in a shared space, these should be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice.</p> <p>Information poster on COVID-19 to be displayed at entrance.</p> <p>COVID-19 posters warning customers, contractors and visitors who are showing symptoms not to enter.</p>				
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Risk/Priority Indicator Key

Severity (Consequence)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

Likelihood
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

RISK / PRIORITY INICATOR MATRIX						
LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		SEVERITY (CONSEQUENCE)				

Summary		Suggested Timeframe
12-25	High	As soon as possible
6-11	Medium	Within next 3-6 months
1-5	Low	Whenever viable to do so

Focus	Area of consideration	Recommendation	Risks and level of risks
Children	Drop off	<p>Families to be issued with staggered times to drop off/collect. Social distancing to be adhered to at all times.</p> <p>Parents to drop and pick up the children from outside pre-school, using the doors to the court yard. Parents are to demonstrate social distancing at all times. A member of staff will be at the door to the courtyard to welcome children.</p> <p>Bags to be lined up in the corridor on a designated spot per child.</p> <p>Only children who are symptom free or have completed the required isolation period attend the setting.</p> <p>On arrival at the Pre-school, it is reasonable to ask if parents, children or any member of the household have any of the symptoms of COVID-19 (high temperature or a persistent cough). If the answer is yes, they should not be allowed to leave their child at the setting. The child cannot return until a negative test result has been confirmed and agreed return with preschool or current isolation guidelines followed.</p> <p>No toys, teddys or blankets (or similar) to be brought in from home.</p> <p>Children to enter the setting and staff take them to wash hands thoroughly on arrival at the setting, when changing rooms and before eating.</p> <p>Encourage children to avoid touching their face, eyes, nose and mouth.</p> <p>All children coming to the setting should avoid all non-essential public transport travel, and outside of setting hours, follow national guidelines for social interaction.</p> <p>Any child who has been told to shield or who is clinically vulnerable or live in a household with someone who has been advised to shield or is clinically vulnerable cannot attend the setting.</p> <p>Any child who has taken any form of paracetamol or ibuprofen will not be allowed into preschool for 48hours after symptoms have ended.</p> <p>Any child who displays signs of a cold will not be allowed in preschool until 48hours after symptoms have ended and a negative test result.</p> <p>Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child. Aim to limit drop off and pick up to <u>1 adult per family</u> and stagger the timings.</p> <p>All measures should be taken to minimise contact between the parent and other children and staff members.</p>	<p>PARENTS ARE NOT PERMITTED TO ENTER THE BUILDING.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Families will not stick to staggered times or use good time management <input type="checkbox"/> Families will not stick to social distancing <input type="checkbox"/> Families will not be truthful about household health <input type="checkbox"/> Children will want toys/teddies/blankets from home, raising risk of contamination <input type="checkbox"/> Only 1 adult per family to drop off/collect, limit siblings that come with them where possible. <input type="checkbox"/> Staff will not challenge families about health <input type="checkbox"/> Hands will not be washed thoroughly <input type="checkbox"/> Children will touch face, hands, mouth <input type="checkbox"/> Non-essential travel and social interaction guidelines not followed by staff and families <input type="checkbox"/> Families not telling us children have had medication <input type="checkbox"/> Enough staff in to ensure children can adapt easier to routine changes
	Physical distancing/ grouping	<p>Childrens sessions will be organised into small groups of attendance, wherever possible these small groups or “bubbles” should not mix during the week.</p>	<p>-Parents need for childcare, to be able to return to work, will need to be juggled against ratios and “bubbles”.</p>

	<p>Staff will work in two bubbles. Red bubble week 1 and purple bubble week2 Care routines including provision of snacks should be within the space allocated to each “bubble” wherever possible.</p> <p>The use of communal internal spaces should be restricted as much as possible.</p> <p>Outdoor spaces should be used as much as possible.</p> <p>Return will be gradual with priority given to school leavers and vulnerable learners.</p>	<p>-Staff mixing with different “bubbles” and cross contamination. -Lack of space to have multiple bubbles</p>
Play and Learning	<p>Implement social distancing where possible: 1. Small groups 2. Parents to leave the site promptly after dropping off children.</p> <p>Minimise the resources available to those that can be cleaned effectively.</p> <p>Ensure children wash hands regularly, throughout the day, as well as before eating, after coughing or sneezing.</p>	<p>Social distancing is virtually impossible with early years children. Parents will gather in social groups outside premises. Children will not understand they cannot explore the setting (free flow) or self- select toys and resources.</p>
Childrens Wellbeing and education	<p>Children should be supported in developmentally appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue.</p> <p>Children should be supported to understand the changes and challenges they may be encountering as a result of COVID-19 and staff need to ensure they are aware of children’s attachments and their need for emotional support at this time.</p> <p>Provision will not be normal. Limited access to resources. Limited staff and children in each session. Limited learning due to limited resources.</p> <p>Play equipment to be minimalised and multiple groups are not to use it simultaneously.</p> <p>Minimalise contact and mixing by altering, as much as possible, the environment. Children to have their own playdough that is kept in named bags.</p> <p>Removal of soft furnishings, soft toys and toys that are hard to clean.</p> <p>Where possible keep children and adults in small groups, keep these groups 2m apart from each other and minimise contact between them</p> <p>Government reasoning – best place to learn and important for mental wellbeing to have social interactions with peers, carers and teachers</p> <p>Provision will be based in outside as much as possible. Children will need jumper and coat every day, they will also require sun cream and sun hat before attending.</p>	<p><input type="checkbox"/> Staff awareness of children’s needs and abilities <input type="checkbox"/> Staff awareness of children needing more reassurance <input type="checkbox"/> Follow current guidance on changes to EYFS, relevant to Covid 19 response. <input type="checkbox"/> Limited learning due to limited resources. <input type="checkbox"/> Children impacted by limited groups – negative impact on mental wellbeing <input type="checkbox"/> Not normal provision – negative impact on mental wellbeing mental well being <input type="checkbox"/> Staff will be focused on cleaning as we go along rather than children <input type="checkbox"/> Unnatural and unsettling environment <input type="checkbox"/> Culture of limiting contact with items, people and constant cleaning may instil anxiety in children <input type="checkbox"/> Children needing more comfort, making them more unsettled and uncomfortable, putting staff and children at further risk <input type="checkbox"/> Play base curriculum including self-selection and child led will not be able to happen <input type="checkbox"/> Learning will not be natural and very forced and mental wellbeing will suffer due to unnatural social interactions with peers, carers and teachers <input type="checkbox"/> Parents will not send child in sun creamed and will not always remember jumper and coat. Preschool clothing not to be used.</p>
Toileting, nappy changing and cleaning up of accidents.	<p>Children should be supported to do as much for themselves as possible.</p> <p>Limit number of children using sinks to one at a time.</p> <p>When changing wet nappies, normal protective wear to be worn. Soiled nappies should require full PPE</p> <p>When changing nappies staff are to wear apron and one pair of gloves. Used nappy, gloves, apron and changer</p>	<p><input type="checkbox"/> Children struggle to wait their turn. <input type="checkbox"/> Children use to free flow with toilets, they may try to help others <input type="checkbox"/> Not being cleaned properly <input type="checkbox"/> Children must be accompanied when using the toilet to ensure prompt cleaning and limit contact between children in bathroom <input type="checkbox"/> Staff will overuse PPE causing shortages and unwarranted expense</p>

		<p>paper are to be double bagged and disposed of in the bin</p> <p>If an accident happens whilst it is dealt with no one else should use the bathroom.</p> <p>Once the child has been sorted out then the bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>Children's own clothes to be used as spares.</p>	<p><input type="checkbox"/> Parents will not send in spare clothing, or enough of it. Preschool clothes are not to be used. Child will have to go home if no home clothes provided.</p>
	If a child starts displaying symptoms.	<p>If a child begins displaying a continuous cough or a high temperature, they should be sent home to isolate per the guidelines.</p> <p>A child awaiting collection should be moved, if possible and appropriate, to a room where they can be isolated behind a closed door. If it is not possible to isolate them move them to an area which is at least 2 metres away from other people. A window should be opened for ventilation. Full PPE must be worn including goggles</p> <p>If they need to go to the bathroom while waiting to be collected, the bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>If a member of staff has helped someone who displayed symptoms they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.</p> <p>If clinical advice is needed, the setting staff, parent or guardian should go online to NHS 111 (or call 111 if they don't have internet access)</p>	<p><input type="checkbox"/> Parents must agree to prompt collection within the new contract, before child starts back a preschool.</p> <p>If a parent cannot agree to prompt pick up, then the child cannot return to preschool</p> <p><input type="checkbox"/> Parents to confirm emergency contact details before child returns, to ensure we have correct telephone numbers.</p>
Workforce	Attendance	<p>Staff should only attend the Pre-school if they are symptom free, have completed the required isolation period or achieved a negative test result.</p> <p>Staff with underlying conditions unable to work as normal</p> <p>Risk assessing with regular health questionnaires for returning staff.</p> <p>Consideration should be given to limiting the number of staff in the Pre-school at any one time to only those required to care for the expected occupancy levels on any given day.</p> <p>All staff coming to the setting should avoid all non-essential public transport travel, whenever possible and outside of setting hours, should minimise social interactions, as per the national guidelines.</p> <p>Practitioners should receive clear communication regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of the children and themselves.</p>	<p><input type="checkbox"/> Staff to be vigilant on health and stay away if unwell. This is likely to impact on staff finances as we often work through minor illnesses which we will no longer be able to do.</p> <p><input type="checkbox"/> Testing is available to all key workers and their households.</p> <p><input type="checkbox"/> Current government guidance to be followed.</p> <p><input type="checkbox"/> Practitioners to receive a copy of policy and risk assessment documents before return. A copy will be retained at preschool signed by all staff to say that they have received and read a copy.</p>
Workforce	Wellbeing	<p>Practitioners will be working different hours and in different groups</p> <p>Staff will be focused of children and cleaning as we go along</p>	<p><input type="checkbox"/> Limited learning due to limited resources.</p> <p><input type="checkbox"/> Children impacted by limited groups – negative impact on mental wellbeing</p> <p><input type="checkbox"/> Not normal provision – negative impact on mental wellbeing mental well being</p> <p><input type="checkbox"/> Staff will be focused on cleaning as we go along rather than children</p>

		Socialisation and interaction will be different with a limit to contact with other adults and the children – this is NOT possible	<input type="checkbox"/> Unnatural and unsettling environment <input type="checkbox"/> Culture of limiting contact with items, people and constant cleaning may instil anxiety in children <input type="checkbox"/> Children needing more comfort, making them more unsettled and uncomfortable, putting staff and children at further risk <input type="checkbox"/> Regular hand washing before prep and eating. <input type="checkbox"/> Regular hand washing after eating. <input type="checkbox"/> Children and staff to put their own rubbish in the bin. <input type="checkbox"/> Adult only to wash pots in hot soapy water. <input type="checkbox"/> If children are very messy, staff need to use appropriate PPE to clean. <input type="checkbox"/> Limited space for eating. Children at various stages of being self-sufficient. Several children struggle with basic table manners and cough and not cover their mouths.
Food Preparation, snack and lunches		<p>2 children per table at meal and snack times. Only 1 member of staff in the kitchen at any one time. The kitchen to be cleaned after every time you go in Staff and Children MUST wash hands before prep or eating.</p> <p>Staff and children MUST wash hands after eating.</p> <p>Adults to handle eaten food as little as possible.</p> <p>Children and adults to be responsible for their own food rubbish.</p>	<input type="checkbox"/> Physical distancing is impossible in early years, even though staff can be vigilant and minimise it. <input type="checkbox"/> Staff to engage with virtual conferencing via zoom. This can be done via app on phone/tablet or laptop.
Workforce and Parents	Physical distancing/grouping	<p>Wherever possible, staff should remain with the small group of children, the “bubble” of children who they are allocated to and not come into contact with other groups. Social distancing must be maintained where possible.</p> <p>Staff members should avoid physical contact with each other including handshakes, hugs etc.</p>	
	Training	<p>Where possible, meetings and training sessions should be conducted through virtual conferencing.</p> <p>All staff members must receive appropriate instruction and training on infection control and the standard operation procedure and risk assessments within which they will be operate.</p>	<input type="checkbox"/> Training available online for infection control and covid19. Certificates to be presented/emailed before start date.
	Physical distancing	<p>Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child.</p> <p>Aim to limit drop off and pick up to 1 adult per family and stagger the timings where possible. Parents are to leave promptly and move away from the preschool boundaries whilst maintaining social distancing guidelines.</p> <p>All measures should be taken to minimise contact between the parent and other children and staff members.</p>	<input type="checkbox"/> Parents not following social distancing guidelines will be asked to take leave immediately. If they do not follow the request, they will be asked to take their child home. At this point the committee will be informed and the family will have current guidelines, policy and social distancing measures reinforced to them <input type="checkbox"/> Further breaches may result in loss of child’s place at preschool. <input type="checkbox"/> Allowing parents to enter premises can put staff and children at risk.
Parents, committee and Visitors	Communication	<p>Parents should receive clear communication regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of their children and themselves.</p> <p>Committee and management to clearly and promptly keep all staff informed of changes and details of wages, policies etc.</p>	<input type="checkbox"/> Policy to be sent out to each family before return <input type="checkbox"/> All families to return a signed contract before return
	Visits	<p>Attendance to the setting should be restricted to children and staff as far as practically possible and visitors should not be permitted to the pre-school unless essential (e.g. essential building maintenance).</p> <p>Where essential visits are required these should be made outside of the usual Pre-school ours where possible.</p> <p>All committee involvement, should where possible, be conducted via virtual conferencing such as zoom.</p> <p>New family show rounds should be done outside of preschool hours.</p>	<input type="checkbox"/> Produce virtual tour to go onto website. <input type="checkbox"/> Unannounced visitors not to be admitted <input type="checkbox"/> Visitors by appointment only <input type="checkbox"/> Committee and staff to engage with virtual conferencing.
Travel	Travel associated with setting operations	<p>Wherever possible staff and parents should travel to the Pre-school using their own transport.</p>	<input type="checkbox"/> Guidance not followed

		<p>If public transport is necessary, current guidance on the use of public transport must be followed.</p>	
PPE	Both Workforce and children	<p>Wearing a face covering or face mask in schools or other education settings is not recommended. Face coverings may be beneficial for short periods indoors where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained, for example on public transport or in some shops. This does not apply to schools or other education settings. Schools and other education or childcare settings should therefore not require staff, children and learners to wear face coverings. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus.</p> <p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:</p> <ul style="list-style-type: none"> -Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way -If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. -If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn 	<ul style="list-style-type: none"> <input type="checkbox"/> Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission. <input type="checkbox"/> Disposable gloves, apron and fluid resistant mask as well as eye protection to be available to staff to use appropriately. <input type="checkbox"/> Staff to be aware that PPE supplies are available and must be used appropriately i.e. one pair of gloves at a time. Facemasks and eye shields only when a child becomes unwell. <input type="checkbox"/> PPE may not be available to purchase or be in short supply. Should this happen and all reasonable attempts to get more fails then preschool should close. <input type="checkbox"/> All PPE, personal and preschool, should be used according to current guidelines. The toughing of masks/shields should be treated in the same way as touching a face. Hands will require washing for at least 20 seconds.
Cleaning	Undertake regular cleaning	<p>Clean AND disinfect frequently touched surfaces throughout the day.</p> <p>This includes tables, chairs, resources, equipment, doorknobs, light switches, worktops, handles, toilets, taps, and sinks.</p> <p>Wear one pair of disposable gloves for cleaning and dispose of immediately after cleaning.</p> <p>Play equipment to be minimalised and multiple groups are not to use it simultaneously.</p> <p>Using a disposable cloth, first clean hard surfaces with warm soapy water, then disinfect these surfaces with the cleaning products you normally use.</p> <p>Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Cleaning not completed thoroughly <input type="checkbox"/> Cleaning supplies not available <input type="checkbox"/> Cleaning implemented before closure to be continued. <input type="checkbox"/> Soft toys and furnishings to be removed from setting, where possible. <input type="checkbox"/> Resources not in use should be behind plastic covers and disinfected before use. <input type="checkbox"/> Staff skin will get sore from frequent use of cleaning products
Cleaning REVIEWS:	Cleaning of electronics	<p>Regularly clean electronics, such as tablets, touch screens, keyboards, telephones and remote controls throughout the day.</p>	
	Disposal of potentially contaminated waste	<p>Waste from possible cases and cleaning of areas where possible cases have been, should be double bagged and put in a suitable and secure place, marked for storage until:</p> <p>1) the individual tests negative; waste can then be put in with the normal waste</p>	<p>Storage issues with this – speak to leisure centre</p>

the individual tests positive or results not known; then store it for at least 72 hours and put in with the normal waste

REVIEWED BY:

COMMENTS:

Michelle Shaw Manager

Following the risk assessment, I feel that we can not reassure staff and parents that we can stay covid 19 free, but if we follow the guidelines above we can reduce the risk as much as possible.

It is my recommendation that we review information on a weekly basis and look to possibly opening on 3rd June unless there is another major update. This will give us a greater idea of how lifting lockdown measures have affected the R rate and how that will impact on our prevision.

Questions Raised In relation to the Bears Access request

For Bears to respond

Q1: Who will undertake the ongoing cleaning throughout the day?

A: Jill Wormleighton has confirmed that the Bears will cover all ongoing cleaning aspects throughout the day in line with guidance provided by Derbyshire County Council Early Years team.

Q2: Do we know how many parents are willing to allow their children back and how will the numbers be managed e.g. social distancing?

A: Please see email dated 2nd June 2020 (Document 3)

Q3: Will the Parental Form be updated to include child's name, member of staff and signatures?

A: Yes, there will be a form for each child with reference to the child, the parent and member of staff and be signed and dated by both the Bears and parent.

Q4: Will amendments be made to the Risk Assessment form, to ensure it shows all staff have seen, acknowledged, and accepted it?

A: Yes, all staff will be shown, asked to acknowledge and confirm acceptance.

Q5: Shared space/ communal areas, how will these be managed should part of the centre be allowed to open for sporting activities e.g. currently one to one fitness classes can take place but where do members change and where would these activities take place when the Bears have been looking at access to extra external space etc?

A: We know Killamarsh Bears Drop off and collection times given that the parents will not be entering the centre through the front door the only communal area will be the blue corridor to the Sports Hall so bookings we not be allowed at the Drop off and collection times this will be managed by the Sports Centre bookings system. Killamarsh Bears will only use the toilets in there setting and children will not enter the communal areas whilst in session.

Customers will change in the down stairs changing facilities and only entre the communal blue corridor to gain access to the Sports Hall.

Killamarsh Bears staff, Children and parents will only have access to the communal blue corridor,

Q6: Will Killamarsh Bears sign a disclaimer on any liability relating to Covid-19?

A: This can be requested and should they refuse then they will not be permitted entry.

For LC/Parish Office

Q7: When did the Bears contact the Council to look at the possibility of restarting?

A: I was contacted by email on 12th May as Chair of the Council, asking me to give Jill a call when I had time, which I did on the same day. On this call, Jill stated that she would like to look at the possibility of returning.

I highlighted that this would need to go to full Council and I would put it on the next Full Parish Council meeting agenda to discuss and decide, in the meantime I asked her to speak with Darren to look at the possible logistics from a Sports Centre management perspective, so that Darren would be able to provide us with a report. This was intended to be a scoping exercise to highlight to us all whether this was a possibility or not.

On 13th May I asked for Killamarsh Bears be placed on the agenda of the Full Council Meeting due to take place on 20th May but because the agenda went out early it didn't include the scoping/logistical information that Darren was going to work on, on the 14th May. So, questions were rightly raised about certain aspects at the meeting on the 20th May, with Lisa being asked to look in to costs of a deep clean, for instance. Lisa provided the information at the earliest she could which was on 29th May.

Q8: What thoughts, ideas and discussion have gone in to looking at staffing and cleaning?

A: Several suggestions have been put forward.

- i. To un-furloughing David Knapton so David and Darren would ensure the centre is open, locked and the child zone is cleaned ready to use for the next working day. Whilst they were on site they would work through the list pulled together by Darren and issues identified by NEDDC, ensuring store rooms, plant rooms are tidy and fit for purpose, ensuring a thorough clean takes place and getting the centre ready for re-opening in the future.*
- ii. Due to the potential cost of (i) the Bears offered to employ a cleaner or employ one of our furloughed staff to undertake the work if necessary (Document 1 dated 31st May)*

Q9: Do we need to employ a contract cleaner to deep clean or could this be picked up by our own staff?

A: It is felt that Sports Centre staff could pick this up.

Q10: Do we need to employ/bears employ a cleaner or bring a currently furloughed employee back, when our current working staff could pick this work up?

A: It is felt that Sports Centre staff could pick this up.

Q11: Are staff willing to bring the building up to standard e.g. cleaning, painting. Once furlough rules change (1st July)?

A: Still are willing to clean Darren has been ensuring that the corridors and Childzone are clean ready for a potential return, before lockdown Darren and David put a list of cleaning activities to be completed whilst the centre was closed, the staff started this list before being furloughed. It is also within their job description and will need to understand the increased cleaning during their shift as an outcome of Covid-19.

Q12: Have all water outlets been thoroughly checked and logged for prevention of water borne bacteria?

A: Darren has been carrying this out all through the lockdown and logging in line with legislation. Also AKVO have contained there monthly contact visits.

Q13: The Country is still at Stage 4 on the governments pandemic indicator, and medical experts are still saying it's too early to lift some restrictions, so do the Parish Council need to take advice on any safety aspects to ensure they are protected as a first tier body?

A:

Q14: Do we know the rates of infection in schools that have been operating during the Pandemic, of staff and children?

A: No figures have been provided but the re-opening of schools in 22 European countries have not led to any significant increases in Coronavirus infections.

Q15: What contingency plan would the Parish Council have in place should any member of staff be taken ill, while delivering access to the Bears?

A: There are other members of staff already working: The Clerk, Sharon Metcalfe, Alana Morris

Q16: Before the lockdown, the toilets on ground level were constantly getting blocked or backed up, who will maintain them in the event they are backed up again?

A: this area has been cleaned by Darren but will not be used by Killamarsh bears and closed off during Drop off and collection. Staff on shift will check the area once the children are in the setting.

Q17: Have the fire alarms been tested during furlough? Even if they have, they should be checked again before opening to the public.

A: Darren has continued to check the Fire Alarm weekly along with the Fire extinguishers and panic alarms

Q18: Do we have enough hand sanitizer, or will Killamarsh Bears be providing their own?

A: Yes there is a Hand sanitizer in the setting with plenty of stock to refill, Killamarsh Bears will also provide their own for the Staff and children this will be used on the 'door stop drop off' before entering the building.

For LC/Parish Office/Bears

Q19: Who does the liability stand with, should the bears be allowed to restart in the centre?

A: The liability stands with the Bears; this is clearly stipulated in the agreement and they have agreed sign-off from their insurers.

Q20: What emergency exit plans have been put in place with the restricted access the Bears will have?

A: This will not change from the current plans laid out for the Bears area, The bears will not have access to any other area of the building and all access and egress routes will be clearly identified.

Q21: Has a Risk Assessment been carried out by the Officers and provided to the Bears?

A: Yes

Contaminated Waste is mentioned,

Q22: Who will be responsible for the management, safe storage, and disposal of this waste?

A: Killamarsh Bears will empty their bin at the end of the day, contaminated waste will go into the 'yellow nappy bin' and collected weekly by Anway who provide our washroom services.

Q23: How long will the waste be stored for?

A: the Bears will deal with their contaminated waste daily.

Q24: What process will be in place where contaminated waste is found not to be in safe storage?

A: any waste will be put in the yellow nappy bin and the area thoroughly cleaned. The incident will then be reported to the Bears.

Q25: What if test results are positive, what will happen to the waste?

A: unsure what this question is referring to.

Q26: Will the Parish Council be informed straight away any Covid-19 positive results, and Councillors updated?

A: No tests for Covid-19 re being carried out.

Q27: Will a responsibility clause be included in the Bears disclaimer?

A: Yes.

Q28: Are other schools in the area, including other early years currently operating or about to return to operation?

A: Yes there are several local schools and pre-schools open as outlined in the Bears report.

Q29: Does County/NEDDC operate any other playgroups or nurseries on any of their premises where contact with other users is possible and what is their current view on allowing these to restart?

A: Awaiting response

Q30: Do we know what County Council's policy is on children returning and what advice have they followed e.g. their own medical advice?

A: Awaiting response

For Parish/Councillors

Q31: Has anyone made the Decision to allow the Bears to restart?

A: No, this is the responsibility of the full Council, the Bears have been made aware of this all the way along and as information has been received from them, it has been circulated to all members. The Bears have been working on a proviso that they may be able to restart sometime after 1st June and therefore it was brought to full council on 20th Ma, with no decision yet reached.

Q32: What policy needs to be in place for allowing some users back in the building but not others, as the various areas of lockdown are lifted over time e.g. do we review each aspect on a case by case basis, so we can manage the necessary requirements to ensure safety or not?

A: we need to look at each area case by case for example currently people can play tennis outside which is a sport where Max four people can play. So if we were allowed to open the Sports Hall for badminton and squash courts for squash but keep the fitness part of the business closed this can easily be managed through the booking system. There will be no 'Walk in' customers there will need to contact the reception and book there activity. Sessions could be limited to 50/55 minutes

with a change over time to allow customers to vacate the activity space and not pass the next customer.

Other activities when allowed will follow the same process booking only, change over times, and only arrive 5 minutes before activity starts no waiting.

From: Jill Wormleighton

Afternoon Steven

Further to all the correspondence we have been having recently, one of the points I neglected to point out and highlight was that we have Key Worker parents who wanted to return this

week and are still waiting to find out what we are doing. Sadly and unfortunately for us – one such parent has had to make a choice. Due to the fact that we cannot open this week – she

has had to make the sad decision of leaving us. This means that we will have to give up funding for her child for the remaining part of the term. This is going to mean a loss to the Pre School as we have to move the funding over to a provision that was able to open. We have already lost 2 children at the beginning of this.

At this moment we have the following :

3 of the children awaiting the Parish Council's decision : 1 parent is a Nurse, 1 parent is a member of the Chesterfield Royal hospital staff, and 1 parent is a carer in a nursing home.

There are 6 waiting in the wings to see how things were going – and 6 of them are also key workers. School Staff, Teacher, Carers, Nurses and like us – an early years practitioner.

These parents do not want their children to have the extra stress of putting them with a setting that the child does not know. It trusts Killamarsh Bears who have known their child for sometime to look after, secure and make safe their child during this time.

When you have your meeting next Monday, please stress the point that we are trying to do our bit for the Government, the community, and the parents – by acting safely and responsibly.

Thank you for your help.

Regards

Jill Wormleighton

Killamarsh Bears

Appendix 7 - To Early Years Providers from Iain Peel, Service Director Schools and Learning, Children's Service

Afternoon

Perhaps you would like to share this with the Parish Councillors – and say that Killamarsh Bears is one of these settings that :

are central to maintaining the welfare and support for young children and also contributing to their development. We really appreciate all of the hard work that you, your staff and all of the early years providers are investing at the moment. It is people such as you that's helping to keep the county moving and keeping children safe and well. and

Your task is made more difficult by some announcements being made on an almost daily basis and thank you for trying to stay on top of these. As you know, the latest guidance for the early years sector was published May 24th and Derbyshire County Council have released updated Frequently Asked Questions in response to this. In addition, the government published further updated guidance for parents and carers of 2-4 year olds in supporting their children's learning, with a focus on children well-being and mental Health.

If we only get our chance !

Thanks

Jill Wormleighton

Sent: Monday, June 1, 2020 2:49 PM

To: Enquiries eycontracts (Childrens Services)

Subject: To Early Years Providers from Iain Peel, Service Director Schools and Learning, Children's Service

Dear early years leaders and managers

I hope you are all keeping both safe and well. These are very difficult times and we all saw the Prime Minister's announcement confirming the direction of travel over the next few weeks.

As an early years setting, you are central to maintaining the welfare and support for young children and also contributing to their development. We really appreciate all of the hard work that you, your staff and all of the early years providers are investing at the moment. It is people such as you that's helping to keep the county moving and keeping children safe and well.

Your task is made more difficult by some announcements being made on an almost daily basis and thank you for trying to stay on top of these. As you know, the latest guidance for the early years sector was published May 24th and Derbyshire County Council have released updated Frequently Asked Questions in response to this. In addition, the government published further updated guidance for parents and carers of 2-4 year olds in supporting their children's learning, with a focus on children well-being and mental Health.

We are all working towards the government's timetable and the announcement last week confirmed their direction of travel. As such we know you are working hard with your parents and carers to welcome back more children providing that it is safe to do so. I would like to assure you that Derbyshire County Council's officers will continue to support you on this journey so please do stay in touch.

In the meantime, thank you for everything you are doing – it's greatly appreciated by everyone.

Kind Regards

Iain Peel