Jellytots Contingency Plan

Date: September 2021

Management/Staff will follow the advice given from our local Health Protection Team to identify if any additional measures need to be put in place if we have 2 or more children/staff test positive for Covid-19, within a 10 day period.

If Jellytots must close due to a Covid-19 outbreak and/or staff shortages.

All Staff/Committee will be updated by the Manager.

Parents/Carers/Childminders will be informed via email as soon as possible from the Enrolment Secretary – Amanda Hunt.

Updates will also be put onto the Jellytots Facebook Page regularly.

Brook Field Office will be kept informed.

Any Safeguarding Concerns will remain effective and the DSL/DDSL will notify the parties concerned so that they can be contacted via phone or video call.

Any visitors in to setting or planned trips etc. will be notified as soon as possible – Manager/Staff.

If the setting is closed – Parents will be signposted to the Jellytots Facebook Page where we will continue to share weekly activities, stories and relevant age appropriate sites that will continue to support learning.

Parents will be contacted via their key person if we feel they may need extra support i.e EYPP and EAL.

Emails and messenger will be checked daily so parents can get replies quickly to any concerns – This will be from the Manager and Amanda (via emails).