**Pandemic/Epidemic Policy**

This document policy covers the Nursery’s procedures in the event of any potential pandemic/epidemic of infectious disease. The general policy will be followed for any possible pandemic/epidemic, recognising that specific diseases may require additional/alternative actions to be taken.

In the event of a pandemic/epidemic Hope Green Nursery will aim to promote the health, safety and well-being of all children, families and staff whilst seeking to sustain the nursery’s key functions and services. In doing so Hope Green Nursery will follow all the appropriate recommendations from the World Health Organisation (WHO), the Welsh Government and Public Health Wales.

In addition, we shall ensure that all parents and staff are kept informed as appropriate via verbal discussions, newsletters, email, telephone calls and any relevant nursery social media pages.

Throughout any period of pandemic/epidemic, the Nursery will expect staff, if they are well, to continue to work as normal for as long as possible, while taking additional precautions to protect themselves from infection and lessen the risk of spread to others.

The Nursery will make every effort to support staff and consider individual personal circumstances, but any unexplained absences will be dealt with according to Staff Absence policy.

Several temporary working arrangements may be identified and implemented in order to reduce the spread of infection during a pandemic/epidemic and all staff will be expected to be flexible in terms of the way they work and the duties and responsibilities they undertake. For example, there may be changes to cleaning routines, working hours, operational plans, staff breaks, required uniform. The nursery would provide staff with any relevant Personal Protective Equipment (PPE)

Those staff at high risk of infection complications may request to be deployed away from direct care of the children to minimise risk of infection. These staff will include, for example, pregnant women and those who have pre-existing health conditions such as a respiratory disease or comprised immune systems. Staff who believe they fall into this category should inform the Proprietor who will make appropriate arrangements.

During a pandemic/epidemic the nursery may operate at reduced opening hours/days. The nursery may also be required to reduce the number of children in attendance on each day. Working hours for staff may be affected by this.

In the extreme situation of the Nursery having to close, the nursery will remain in contact with staff and parents keeping them up to date on developments. The nursery would use any relevant job retention schemes such as the Furlough scheme used during the Covid-19 pandemic. We would also use any funding schemes in place for parents.

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| **This Policy was adopted on** | **Signed on behave of the nursery** | **Date for Review** |
| March 2021 | *S A Johnstone* | March 2022 |