The Nest
Nurturing Nursery Schools

June 2020

Subject to change monthly as more children start nursery and more bubbles are created.

Dropping off and collection procedure:
In order to lessen the risk of transmission of infection, you will not be allowed into the building to drop off or pick up your child. You will be allocated a specific time slot, coinciding with the rest of your child's bubble, where you can drop them off, and pick them up. If you miss your slot, you can only drop off at the slot for your group. You can not drop off at any other time. This is to avoid any bubbles mixing. You will be given a time slot, and a specified entrance to drop off and pick up your child. Here you must stand at least 2m apart from other families. For Seven Dials, please queue along Albert road. For Hanover, please queue up Islingword Road. On entry, you will be greeted by your key person from your child's bubble. If your child can walk, you must ensure that they walk into the building. If they can not walk, please pass your child to a member of staff at a 2m distance, to avoid any social contact. You must say goodbye and kiss your child prior to passing them to a member of the team.

You MUST arrive at your chosen time slot. There are two options for drop offs before 930am, and two options for pick ups after 5pm. There is one drop off and one pick up time at lunch time.

You can choose one of the drop off and pick up time which suits your schedule. You will not be charged if you stay later than your booked time, providing you choose the next available slot. You will be charged £3.50 if you drop off at a time slot before your booked time.

If you miss your allotted time slot at pick up or you are running late, you will be charged the average cost of us caring for one child at £22 per hour. Please let us know as soon as possible if you are going to be late so that we can let our team know that they will need to stay with your child.

If you miss your allotted time for drop off you must join the end of the queue for the next arrival time for your group only. You can not drop off at any other time. Staff can not leave children unattended and staff numbers are limited, therefore no one will be able to come to the door except during the allocated slots.

Upon arrival, we will take the temperatures of each child. If their temperature is over 37.8, they will need to self isolate for 7 days, whilst the rest of the household isolate for 14 days. On collection, your child will be waiting for you at your specified collection point. At Seven Dials please do not ring the bell, and at Hanover please do not enter the foyer.. If they can walk, your child will walk to you. If they can not, they will be passed to you at a safe 2m distance.

There will be no verbal handover at the end of the day, to minimise social contact. All handovers will be posted onto our electronic app, FAMLY. In the first instance, please use this to communicate any messages you need to pass onto staff. If you get no response within 45 minutes, please call the nursery directly

Seven Dials: 012730 087060 and Hanover: 01273 933270 (temporary number)

Pushchairs
Please do not bring a pushchair to the nursery. This is recommended by the BHCC guidance.

You can find which bubble your child is in on the FAMLY app.

<u>You must arrive at the exact time of the drop off/pick up slot. There is no window to ensure we can manage the arrivals and departures promptly.</u>

Please choose your drop off and collection time.

AM Drop off

Groups	Monday	Tuesday	Wednesday	Thursday	Friday
Blue	8.10 8.45	8.10 8.45	8.10 8.45	8.10 8.45	8.10 8.45
Purple	X	8 9	8 9	8 9	X
Green	8 9	8.20 9.15	8.20 9.15	8.20 9.15	8 9

AM Collection

Groups	Monday	Tuesday	Wednesday	Thursday	Friday
Blue	12.35	12.35	12.35	12.35	12.35
Purple	X	12.40	12.40	12.40	X
Green	12.45	12.45	12.45	12.45	12.45

PM Drop off

Groups	Monday	Tuesday	Wednesday	Thursday	Friday
Blue	13.15	13.15	13.15	13.15	13.15
Purple	X	13.20	13.20	13.20	X
Green	13.25	13.25	13.25	13.25	13.25

PM Pick up

Groups	Monday	Tuesday	Wednesday	Thursday	Friday
Blue	5 5.45	5 5.45	5 5.45	5 5.45	5 5.45
Purple	X	5.05 5.50	5.05 5.50	5.05 5.50	X
Green	5.10 5.55	5.10 5.55	5.10 5.55	5.10 5.55	5.10 5.55

If you pay for a short day, you will not be charged if picking up after 5.30, providing you pick up at the next available slot. If you drop off before 8.30, you will be charged.

PICK UP and DROP OFF LOCATIONS:

W/C 1st June, all pick ups and drop offs will happen through the front door as normal.
From 9th June pick up and drop offs will be as follows:

Green: Through the back gate into the garden. The garden gate will be opened at the specific time detailed above.

Purple: Through the main front door

Blue: Through the back gate into the garden. The garden gate will be opened at the specific time detailed above.