



## Nursery Reopening Operational Guidelines

### Parents Role and Responsibilities

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#### PURPOSE

The purpose of this document is to clarify the roles and responsibilities for each nursery stakeholder in implementing the Nursery Reopening Operational Guidelines. It is the responsibility of each member of the nursery community to ensure that the guidelines are adhered to and properly implemented in the nursery to ensure safe day to day operations, to maintain health and safety standards and to prevent the spread of COVID-19.

#### GUIDELINE 1: KNOW THE LATEST FACTS

##### Parents Role and Responsibilities

1. Parents must follow any updated nursery policies and procedures regarding COVID-19 and how to minimize the risk of the spread of the virus.
2. Parents must keep up to date with information from organizations that provide reliable information such as MOHAP and WHO.
3. Parents must refer to the principal if there are any questions or concerns regarding updated information or changes to existing policies/ procedures.
4. Parents are encouraged to attend remote training and/or information sessions conducted by the nursery to explain updated policies and procedures.

## GUIDELINE 2: HYGIENE AWARENESS

### Parents Role and Responsibilities

1. Parents must be aware of policies related to hygiene.
2. Parents must ensure that their child/children do/does not bring any unnecessary items from home, such as toys, to the nursery.
3. Parents must ensure that their child/children brings their lunch in a hard plastic easy to clean bag that is only used for home and to the nursery. The external surface of the lunch box will be wiped down on arrival.
4. Parents must ensure that one set of bedding is provided to the nursery Parents are encouraged to give their child/children opportunities to become increasingly independent with hygiene procedures such as handwashing, using the bathroom and feeding themselves as per developmentally appropriate under the supervision of an adult.
5. Parents are encouraged to send food items for snack and meals that children can manage independently (removing from bags, opening containers, independent feeding) as per their developmental stage; this will minimize contact for support at snack and mealtime.
6. Parents are encouraged to remain connected with the nursery via their communication channels to ensure that they are aware of information pertaining to hygiene and how it can be further reinforced and supported at home.

## GUIDELINE 3: HANDWASHING

### Parents Role and Responsibilities

1. Parents must ensure that they effectively wash their hands or use hand sanitizer before dropping off or collecting their child/children from the nursery.
2. Parents must model and teach their child/children how to effectively wash their hands at home.
3. Parents must give their child/children opportunities to become increasingly independent with handwashing as per developmentally appropriate under the supervision of an adult.

## GUIDELINE 4: SOCIAL/ PHYSICAL DISTANCING

### Parents Role and Responsibilities

1. Parents must be aware that children are placed into bubbles that will stay together for the entire day and with the same nursery staff.
2. Parents must be aware that nursery operations in the time of COVID-19 will be different. Some services and facilities will be restricted and may lack variety. If parents feel that home is more comfortable for children it is better that their child/children stay home and are cared for by family members.
3. Parents must support new procedures for dropping off and picking up children in which they will not enter the nursery building and that only 1 parent come at a time.
4. Parents must ensure that only children from the same family or same bubble are transported together to nursery.
5. Parents must maintain social distancing during drop off and pick up times.
6. Parents must contact the principal via telephone or the selected online platform for questions or in cases of concern.

## GUIDELINE 5: STAFF AND CHILD SICK LEAVE AND ATTENDANCE

### Parents Role and Responsibilities

1. Parents must keep their child/children at home if they are generally unwell. Children must not return to the nursery until they are healthy and/ or no longer exhibiting any symptoms for a minimum of 24 hours.
2. Parents must keep their child/children at home if they or any family members are experiencing symptoms of COVID-19. Children experiencing symptoms of COVID-19 must only return to the nursery after receiving approval from a doctor and a negative COVID-19 test
3. Parents must follow local health authority guidelines prior to sending their child/children who have been in direct exposure to a confirmed COVID-19 case back to the nursery.
4. Parents must arrange to pick up their child/children within 1 hour, if they receive a call from the nursery stating that their child is unwell.
5. Parents must allow their child to have a daily health screening (temperature check) conducted by the nurse prior to their entry to the nursery.
6. Parents must inform the nursery of any upcoming travel plans and adhere to quarantine requirements upon returning to the U.A.E and the instruction from the ALHOSN application.
7. Parents must download the Al Hosn App to ensure traceability in the event of infection.
8. Parents must sign the weekly declaration in the form of a weekly letter or survey.

## GUIDELINE 6: CRISIS MANAGEMENT

### Parents Role and Responsibilities

1. Parents must ensure that they and their child/children follow the processes and procedures set out by the nursery to ensure the risk of transmission of COVID-19 is minimized, including when to keep their child at home and adhering to social distancing guidelines at all times.
2. Parents must ensure that they are aware of all policies related to financial matters, such as fee payment schedules, refund policies etc.
3. Parents must ensure that the principal is made aware of any financial concerns at their earliest opportunity so that amicable parent/nursery relationships are maintained.
4. Parents must ensure that emergency contact details, including parent names, place of work, contact phone numbers mobile number and office line of a working parent and the name and contact information address and phone numbers of an emergency contact in the event that a parent cannot be reached, are communicated to the principal. It is essential that this information is updated as the need arises

## GUIDELINE 7: POSITIVE RELATIONSHIPS WITH PARENTS

### Parents Role and Responsibilities:

1. Parents must ensure that they understand all parent policies, guidelines and protocols communicated by the nursery to reduce the possible spread of COVID-19. Parents must communicate any questions regarding updates to the principal.
2. Parents must be aware of and follow any new recommendations from trusted government sources surrounding health and safety protocols.
3. Parents are encouraged to talk to their children about how to stay safe and well, using age appropriate language.
4. Parents should reach out to the nursery and seek support if and when needed.
5. Parents must be aware of the stress indicators that may present in their child during this time, and how they can alleviate stress in their child by playing and having fun as a family.

## GUIDELINE 8: SUPPORTING VULNERABLE POPULATIONS

### Parents Role and Responsibilities

1. Parents must communicate medical or educational needs of their child/ children to the principal.
2. Parents with children of low immunity/chronic disease are required to get a note from the doctor stating it is safe for their child/children to return to the nursery during COVID-19.
3. Parents are encouraged to work cooperatively with the principal and nursery staff in coordinating services with partner organizations that provide services for their child/children.
4. Parents must provide a letter from their doctor and directions for administration for any doctor prescribed medication their child is required to take.
5. Parents must communicate needs, questions or concerns regarding a child or family member from a vulnerable population to the principal.
6. Parents must read and understand hygiene, respiratory and handwashing procedures provided by the nursery and support them at home.

## GUIDELINE 9: WELLBEING

### Parents Role and Responsibilities

1. Parents are encouraged to support their child/children through following a healthy balanced lifestyle that includes diet, nutrition, and exercise.
2. Parents must monitor their child/children for potential signs of stress or anxiety and implement strategies to try to alleviate this stress in the household (e.g. by playing or reading with their child/children, talking with their child/children about their feelings).
3. Parents are encouraged to share any concerns with nursery staff members about their child's wellbeing.