 **CAPEL PRE-SCHOOL** Reg Charity No: 271366

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**Code of conduct for staff and students**

**COVID-19 Appendix**

* All staff must wash their hands and use sanitizer when they arrive in the setting
* When in the setting staff should then immediately change from their home clothes into their uniform/scrubs
* Use an anti-bacterial wipe to clean your phone and put it into the box as usual
* Where possible, staff should adhere to social distancing guidelines
* All staff should regularly wash and sanitize their hands throughout the session
* If a tissue is used by a staff member for themselves or a child staff should wash their hands immediately afterwards.
* Staff should ensure that all children who use a tissue themselves then wash their hands
* When staff are undertaking any cleaning they should wear protective gloves at all times
* If a member of staff is caring for a sick child then PPE should be worn

Staff/student signature ...........................................................................................................

Name......................................................... Date ......................................................................