

Covid-19 Positive Test Fees Policy

This policy has been put in place to outline how we will manage the situation of a positive Covid-19 test result from a child or staff member who has attended nursery or out of school club. Whilst we appreciate each circumstance will be different we are setting this out as our general policy, for both the practical aspects and the administrative aspects of managing fees and staff payments.

Positive Test

Should we have a positive test from someone attending the setting then we will follow the procedures as laid down by Public Health England and also follow our individual Local Authority Procedures. In all cases this will involve advising Test & Trace whose guidance we will then follow in contacting the parents of affected children and relevant staff members. Each Local Authority will provide guidance on this as it may vary from area to area. At Bright Kids we have developed a flow chart for each area and these can be accessed on our [Coronavirus Nursery Strategy page on the website](#).

During this process, Test & Trace will have informed affected families of the need to self-isolate, which is requested by the health authorities in order to contain the possible spread of the virus. We appreciate this is disruptive for families and their children, and indeed it is for ourselves and our own staff who will also be affected. However, we advise everyone to consider their own circumstances should this eventuality happen, it might be that your own workplace is in this position and you will be required to isolate and not able to bring your child to nursery. These are considerations that none of us have had to make before so we hope you understand our desire to provide some certainty for yourselves and for our own staff in this eventuality.

Where we have had a positive test we will in the unusual circumstance of having to tell families that their children cannot come to nursery. There may be other families who on hearing of the positive test, although not directly affected, may choose not to come to nursery for a period of time. We will all come into contact with other people, either through work, shopping or other social activities and so it is likely that over a period of time, this could happen on more than one occasion. Until we have some sort of vaccine against Covid-19 it will be in general circulation and we are all subject to catching it from various sources.

Below we have set out the three main scenarios that will occur:

My child has tested positive:

Our current terms and conditions state that if your child is off nursery with any illness then full fees are payable and we will continue to implement this. So if your child has a positive test then full fees will be payable during their absence in the usual way. They only need to be absent for 7 days following their first symptoms but of course the household members need to isolate for 14 days and so unless there is a separate household who can take care of the child then this would need to be 14 days.

My child has been in contact with a positive case at nursery

If your child has to self-isolate because of being in contact with a child or staff member in the nursery who has tested positive, we are asking for you to pay full fees where you are able to work from home and/or you are to be paid in full yourself. For all others, we asking for 50% fees during this time. The reason for this is because it is our aim to also pay our staff

who have had to self-isolate, as requested by the guidance documents. We simply could not afford to do this without parents fees. Staff who have to self-isolate are not able to be re-furloughed (which itself stops in October 2020) because they are not available for work, and whilst they can claim sick pay this doesn't pay them their full wage. We will therefore be able to pay them the averaged percentage of the income we receive from parents who have also had to isolate. As a thank you for doing this, where you have paid in full, we can offer you up to one weeks extra sessions, based on your usual attendance pattern.

My child has not been asked to self-isolate, however I do not wish to attend at the moment

If you decide not to bring your child to nursery because there has been a positive test that didn't affect your child's group, then we will be looking for you to pay fees in full, as this is your decision and not requested by ourselves or Test & Trace.

Where your child attends a funded only place with zero charges, then there will still be no charge.

We will of course look at everyone's individual circumstances and our main aim is to prevent this happening at all, through using our now embedded hygiene routines.

We are still working in unprecedented times and are all having to deal with eventualities that we have not had to deal with before. So we hope you appreciate that we have had to consider all the options and outcomes in this policy and we understand that this will not always be practical for everyone. Having supported all families throughout lockdown we hope you will be able to help us achieve our aims within this policy and thank you all for your continued support.

We reserve the right to change this policy and these payment terms at any time without giving notice.