

**The WheatPatch Club**  
Covid 19 advice to Parents / Carers

**Restriction to the club's provision**

Due to Covid 19, and to reduce contact, we shall now only be working in term-time with children from St Chad's. We are currently reviewing our conditions for holiday time cover where we have always opened our service to the wider community.

**Arrivals and Departures**

Parents and carers will be met at the main entrance to the Pavilion to handover Children to staff and for collection. Other doors to the pavilion may be open to maximise ventilation, these should not be used for access.

Sign in / Sign out sheets will be brought to the door by Staff for you to sign, we ask that you please bring your own pen to sign so we may keep risks of transmission through use of shared equipment to a minimum. (Revised at Issue 2)

We ask that Parents and Carers observe national guidelines for social distancing, queuing outside of the building and maintaining a 2-metre separation from other family groups. Also, that only one adult to come with each child or family. If possible, we ask that children can be dropped off and collected by the same adult.

If children's special needs need to be communicated to staff, we encourage communication by phone or text to the dedicated WheatPatch mobile phone (07780 660145)

**Personal possessions**

We ask that children do not bring personal possessions to club (toys, games, stationary, mobile phones etc.). If these are required for school, they should be kept in the child's school bag and not removed whilst at club. We shall be providing all children with a selection of pens, pencils, a ruler, rubber, pencil sharpener and colouring sheets in a personal plastic wallet.

**Hand washing & Hygiene**

All Children, Staff and visitors must wash their hands, using soap and running water or provided hand sanitiser on arrival and prior to departure. Additionally, hand washing will be required before and after eating, after sneezing or coughing, after toileting, after being outdoors, after messy / malleable play, etc

Good respiratory hygiene will be promoted using the 'catch it, bin it, kill it' approach. Disposable tissues will be available in the hall for children to access.

**Social distancing**

It has been acknowledged by the Government that young children cannot be expected to remain 2 metres apart from each other and staff. We shall endeavour to protect children and staff by:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices
- regular cleaning of the setting, staff will use sanitised wipes and disinfectant spray on all 'touch points' (door handles, tabletops, counter tops, toilet seats & handles, taps, chairs etc) before each session
- minimising contact and mixing

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We shall endeavour to group children by their class groups in club or, if not practicable because of numbers, by their school key stage. Children from the same household will be allowed close contact.

Walks to the school will be managed in key stage groups, with social distancing where it is safe and practicable to do so. If, for reasons of safety staff consider it appropriate to hold hands with a child, hand sanitising or disposable gloves shall be used.

### **Clothing**

As is being directed in school, other than outdoor coats and hats, children should not bring additional clothing to club. We cannot permit changing of clothes.

In the event of an accident, typically with toileting, the club does hold a stock of new underwear which a child will be able to change into. Soiled clothing will be bagged and sealed and passed to parents or carers at collection. We ask that the underwear provided be disposed of after use.

### **Food and refreshments**

Food and refreshments provided by the club for breakfast and afternoon snacks will be limited to a bottle of water for each session and food that can be provided individually wrapped (cereal bars, pouched yoghurts or a whole fruit at breakfast, whole fruit for afternoon snacks). We shall not be using shared crockery or cutlery.

If a child has specific dietary needs, please let us know so we may adapt our provision to suit.

If you choose to send food for your child, either to meet their specific needs or for packed lunches, please use single use, disposable packaging (sealed plastic bags or foil wrapped). We ask that you do not send in sandwich boxes or re-usable drinks bottles.

### **Resources**

Play resources that are difficult to clean or are normally shared (lego, happy land toys, fabric items, toy cars, toy kitchen etc.) shall be removed and play or activities restricted to the use of unshared items.

### **Outside play**

We are restricting outside play to the secure area at the rear of the pavilion, or for restricted numbers to the main field. We cannot, at present, permit play in the park as we cannot ensure the health or wellbeing of children in this enclosed public area.

### **Staying at home guidance**

To minimising contact with individuals who are unwell, where a child or staff member have coronavirus symptoms, or who have someone in their household who does, they must not attend the club.

You must notify us if a child, or any household member, has developed symptoms or has been diagnosed with COVID-19.

See the Government staying at home guidance at

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

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If such cases are identified in club, we shall contact you and ask that you make arrangements to collect your child immediately. Whilst we recognise that it may distress your child, they will be socially distanced from other children and staff will wear PPE when responding to their needs. We ask that you then follow national guidance on self-isolation as highlighted above.

**Track and trace**

We shall record the attendance of all children, staff and visitors at every session. Retaining the information should it be necessary to pass it on to the national track and trace service.

In suspected cases of Covid-19, we shall fully engage with the Governments track and trace service, sharing any relevant information. We will also contact the local authority and Public Health England in line with the advice we have been given.

We shall also share this information directly with your child's school to ensure that they are made immediately aware of the situation.

**School shutdown**

In the event that St Chad's is forced to close, either due to national lock-down, local lock-down or in response to advice from the local authority or Public Health England, we shall also cease operating until the school re-opens.