



Guidance for Attending Holiday Club Sessions

By attending our holiday club sessions you agree to the following;

1. No adult or child will attend the setting if they are displaying any symptoms of coronavirus;
 - a. high temperature (37.8 degrees or higher)
 - b. a new, continuous cough
 - c. a loss of, or change to, your sense of smell or taste

2. Children will be dropped off and picked up from the fire escape leading to the upper hall
 - a. Children will be allocated a drop off and pick up time to stagger arrivals and departures
 - b. Only one adult should drop off and pick up
 - c. Parent /carer will wait at the two meter marks spaced out to support social-distancing while waiting
 - d. Parent / carers will not gather at the entrance or enter the site (unless they have a pre-arranged appointment, which will be conducted safely)
 - e. Parent carers will be required to leave children at the 2-meter marker, the fire escape steps
 - f. On arrival children will have their temperature taken and will wash their hands before entering the building
 - g. No scooters, bikes, pushchairs, prams etc. will be left on site

3. Children will be provided with all snacks and drinks throughout the day as usual. However, parents will need to supply a packed lunch that follows our packed lunch guidance. If your child requires a milk alternative, then please send this in clearly labelled

4. Children should be sent in with a change of clothes and a jacket suitable for the weather, a hat and sun cream if sunny. Nothing else is to be brought in from home

5. Children will be encouraged to wash their hands regularly throughout the day using anti-bacterial soap

6. Children will be grouped in line with current national guidance to minimise wider contact as much as possible. Each group will be allocated one adult which they will stay with throughout the session. Siblings will be allocated the same group and where possible, friends will be grouped together. Groups will stay two metres away from each other, wherever possible



7. Children will use the same area throughout the day, with a thorough cleaning of all areas at the end of the day. Each space will be well ventilated throughout the day and snack and lunch times will be slightly staggered to prevent groups crossing over in the toilet area. Each group will have time spent outdoors each session wherever possible
8. Sharing of toys, resources and equipment will be reduced as much as possible. Any shared items and surfaces will be cleaned and disinfected frequently. All soft toys & soft furnishings have been removed from the space
9. If a child begins to show symptoms of coronavirus through the session the following action will be taken;
 - a. The child will be moved to a designated 'safe zone'
 - b. One adult will stay with the child using the 'isolation pack' available including required PPE
 - c. The child will leave the building with parent/ care via the shortest route
 - d. The child will not be able to return to the setting until 14 days or until a negative test result has been obtained
 - e. Additional cleaning will be carried out if there is a suspected/confirmed case of Covid-19, following government advice
 - f. If child tests positive for Covid-19 other children in their group and staff member will be asked to self-isolate / get tested
 - g. The Confidentiality Policy will be followed at all times – this includes withholding the names of staff, volunteers and children with either confirmed or suspected cases of coronavirus
10. Regular emails will be used to communicate how the session has gone, share any photos or request signatures for accident forms
11. All booked sessions must be paid for, regardless of whether your child attends or not. However, any booked sessions which are cancelled by Honeycroft due to changes in national guidance will be refunded.
12. This guidance will be updated as and when required to ensure any new risks identified or updated national guidance is taken into consideration

Thank you for your support