



### **Guidance for Attending Holiday Club – October half term**

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. Honeycroft encourages parents to avoid using public transport to get to the centre, wherever possible. Ideally, you should walk or cycle or use a private vehicle, provided you are only travelling with those from within your household. Read the Coronavirus (COVID-19): safer travel guidance for passengers for further information.  
<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>
  
3. Parents and carers are also encouraged to limit the number of settings your child attends, ideally ensuring your child only attends the same setting consistently.
  
4. Children will be dropped off and picked up at the stairs leading to the upper hall
  - a. If numbers require it 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 per family
  - 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 marker at bottom of the steps
  - f. On arrival children will have their temperature taken and will wash their hands before entering the building, If the child's temperature is 37.8 or over they will not be able to stay, instead they should be taken home and the household should self-isolate
  - g. No scooters, bikes, pushchairs, prams etc. will be left on site.
  
5. Children will be provided with all snacks throughout the day and a hot lunch as usual. No packed lunch is required for this holiday club, however, we ask each child brings a named water bottle with them. If your child requires a milk alternative, then please send this in clearly labelled.



6. Children should be sent in with a change of clothes and a jacket suitable for the weather. Nothing else is to be brought in from home.
7. Children will be encouraged to wash their hands regularly throughout the day using anti-bacterial soap.
8. 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. Each group will be allocated a toilet to use.
9. 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 by opening windows throughout the day and snack and lunch times will be slightly staggered to prevent groups crossing over in the toilet area.
10. 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.
11. 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 need to self-isolate until 10 days have passed (14 days for the household) 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 the effected child tests positive for Covid-19 the setting will call the Department for Education Covid helpline for support and guidance. The following people will be required to self-isolate for 14 days;
    - children who shared a bubble with the case during their infectious period
    - friendship groups who are known to have had definite face to face contact with them during their infectious period
    - staff members who have had close contact with the case during the infectious period



These contacts must self-isolate for the full 14 days, even if they test negative within this period. This is because they can develop the infection at any point up to day 14 (the incubation period for COVID-19). If they are not experiencing symptoms, but have tested positive for coronavirus (COVID-19), they should self-isolate for at least 10 days starting from the day the test was taken.

- 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
  - h) parents/carers will need to be ready and willing to:
    - book a test if they are displaying symptoms. All children can be tested, including children under 5
    - provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
    - self-isolate if they have been in close contact with someone who tests positive for coronavirus (COVID-19) symptoms
  - i) Honeycroft will contain any outbreak by following local health protection team advice and notify Ofsted
12. Honeycroft will use technology to communicate with parents and carers digitally where possible, including any communication about how the session has gone, to share any photos of artwork created during the session or to request signatures for accident forms.
13. 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.
14. 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