

## 76 - Out of School Policy during COVID-19

These guidelines follow the government guidance in respect to protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak (Updated 20 August 2020)

In respect to group sizes the guidance does state:-

*“providers should seek to **maintain small groups of no more than 15 children**, with the same children each time wherever possible”*

*“As far as it is possible, providers should also ensure that where **they have multiple groups of children in their setting, that these groups are not mixing within the setting itself”***

1. Padiwacks Burnley Bees has detailed risk assessments throughout our settings covering each area in respect to Covid19, including additional cleaning checklists.
2. We have a separate Parents policy (references 70) which is available on our website homepage along with the out of school covid19 policy on our MAS website section. All new parents are provided with a copy of the Parents policy in their welcome letter electronically and we also hand a copy of this policy to Parents. It is also displayed by the front doors at both our sites. Please note that Parents cannot currently enter our settings.
3. Children will enter our Padiham setting in their own first floor entrance and they will not be in contact with the nursery children. The same applies at St. Mary's school where we have a dedicated area and the children will enter the setting via the top gate and not use the main entrance and not be in contact with any other children, other than the children attending our Out of School club..
4. We will maintain our own bubble group at both our sites. Our site at St. Mary's will take necessary precautions so no more than 15 children are together in their own bubble and will utilise the outside area and large room. Our Padiham site will have access to 2 floors in 3 main areas and will have the ability to take up to 45 children.
5. The Registered Manager, Deputy and Managers at site will organise the groups in according with scheduled numbers booked in.
6. Padiwacks staff members will carry high visibility jackets, first aid kit, mobile phone (only to be used in an emergency such as a query and only to be used on the school grounds), hand sanitizer, hand wipes for sterilising and anything else which may be appropriate (please refer to policy 61 in respect to the pick up policy).
7. All children being collected from school will have anti-bacterial gel / wipes applied to their hands when collected from school. This is applicable both before children enter a vehicle and when they are walking from school
8. All children will also be required to wash their hands for at least 20 seconds when they arrive at the setting. This also applied to children from St. Mary's who are walking less than 20 metres due to entering a new environment. Please note that children will also be required to wash their hands for at least 20 seconds following outside play.
9. The staff should also apply anti-bacterial gel once they have managed all the children and also wash their hands for at least 20 seconds each time they enter the setting. Please also note that staff should monitor the children to ensure they wash their hands thoroughly for the minimum time of 20 seconds.
10. There will be not use of water, sand, playdough and baking until further notice. Books should also be removed until further notice.

Policy Update: 8<sup>th</sup> September 2020

Signed Manager at site: .....

Signed Deputy Manager at site (or colleague if applicable): .....

- Note it is the responsibility of the manager at site to make staff aware of each policy and ensure that staff read and understand the policies