

# NETHER GREEN JUNIOR AFTER SCHOOL CLUB

## Coronavirus / Covid-19 Policy

NGJASC recognises the importance of advanced planning in order to maintain services and limit the spread of the new coronavirus, known as Covid-19, within our setting.

Covid-19 is a viral infection similar to flu, spread from person to person by close contact. It typically causes fever and a dry cough, and in some cases may progress to viral pneumonia which cannot be treated by antibiotics. Symptoms of Covid-19 can include:

|                      |  |
|----------------------|--|
| Dry cough            | High Temperature   |
| Difficulty breathing | a loss of, or change in, your normal sense of taste or smell (anosmia) |

The initial symptoms are not dissimilar to other colds and flu-type illnesses, but the combination of a recent onset of fever and a new continuous cough seem to be present in many cases of Covid-19.

### Infection or suspected infection

Any child who becomes ill with symptoms which could be Covid-19 while at the Club will be isolated from the other children by at least two metres until the child can be collected by his or her parents. As they are no longer testing everybody and most suspected cases turn out to be negative, the Club will remain open unless or until advised otherwise by the local Health Protection Team, but parents and staff will be informed, especially those in high-risk groups.

If any staff or children have returned from a high-risk area, they will be asked to stay away from the Club for 14 days from their date of return.

If any parents have returned from a high-risk area, they will be asked to send someone else to drop off and collect their children from the club for 14 days after their date of return.

If any staff or children experience a recent onset of a new continuous cough and/or a high temperature – *even if they have not been to a high-risk area* or been in contact with anyone who has – they must stay at home and follow the most recent guidance.

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

We work in conjunction with the school so will work them towards keeping our children and the local community safe. If the school closes then NGJASC will also be closed.

### Infection control

Like the common cold and flu viruses, Covid-19 is spread by:

- Infected people passing the virus to others through large droplets when coughing, sneezing, or even talking within a close distance.
- Direct contact with an infected person: for example, if you shake or hold their hand, and then touch your own mouth, eyes or nose without first washing your hands.
- Touching objects (e.g. door handles, light switches) that have previously been touched by an infected person, then touching your own mouth, eyes or nose without first washing your hands. Viruses can survive longer on hard surfaces like plastics, than on soft or absorbent surfaces.

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We will limit the risk of catching or spreading Covid-19 at the Club by:

- Regular handwashing by staff and children
- Minimising contact between our hands and mouth/nose
- Covering nose and mouth when coughing or sneezing; using a tissue whenever possible; disposing of the tissue promptly and carefully (bag it and bin it); washing hands afterwards
- Cleaning hard surfaces (e.g. door handles, light-switches, tables, etc) with disinfectant frequently
- Encouraging the children at the Club to follow the guidance above
- Instructing staff to remain at home if they display any relevant symptoms, or sending them home if they first display symptoms while at work.
- Minimising traffic throughout the club – please see signs on doors as you enter the club as these are subject to change.
- Staff will also for the foreseeable future sign out children to limit the amount of equipment touched by non-personnel. **Parents will still need to sign accident and medication forms but will be asked to wash their hands before and after doing so. As well as wear a mask when inside at the club. Only one person per child should be collecting at once – this also includes siblings over the age of 12, so please ask them to wait outside whilst collecting your child.**
- We will be flexible in meeting parents of high risk/vulnerability at the gates if needed. Parents can call us on 0114 230 7939 if they do not wish to enter the building/playgrounds.
- Cash payments will be currently suspended until further notice. Parents will be asked to pay via vouchers or online bank transfer. Payments for ad-hocs must be paid before the child attends the setting.
- *Temporarily amend our procedures in regards to arrival and collection of children, as well as the set up and close of the club. These will be stored in the front of the policy file with this policy until the club can resume normal routine.*

We will promote infection control through the methods above, and in addition we will:

- Display posters and information to promote infection control
- Ensure that adequate supplies of cleaning materials and protective equipment (e.g. disposable gloves and aprons) are available within the Club
- Dispose of waste promptly and hygienically
- Provide tissues and suitable facilities for their disposal.
- Maintain year group bubbles with same consistent staff per group. Using separate areas and not sharing resources unless they have been cleaned or quarantined for 72 hours.
- Limit the amount personal items children and staff bring into the club. No lending library will operate during this time.
- We encourage ASC personnel and users to avoid public transport when possible.
- Make it clear that parents shouldn't congregate at collection areas and follow advice given via newsletters and signage in the areas.

### Closure

The latest advice is that closing individual settings is of limited benefit in stopping the spread of the disease. However, there may be some occasions when we will have to consider temporarily closing the Club because we have too few unaffected staff to run sessions safely.

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If this occurs the manager will work closely with the school and try to contact all parents via the friends of Nether Green social media page and the provided phone numbers.

The Club will also have to close if advised to do so by the local authority or Health Protection Team in the interest of safeguarding the children in our care.

In the event of closure, the manager will notify parents or carers as soon as possible. The manager will also inform the local authority as well as other relevant parties, e.g. feeder schools, other users of shared premises, etc. The manager will also notify Ofsted of the closure.

## Advance planning

In preparation for dealing with Covid-19, the Club will ensure that all contact details for staff, children and parents are up to date.

We will prepare letters of notification for parents and staff, so that they can be distributed immediately if an outbreak occurs.

We will endeavour to build a bank of relief or supply staff who are able to provide cover should staffing levels fall below the required legal minimums. Any relief staff will be DBS checked at the time of joining our team, so that they are legally able to work with children should the situation arise.

**The Club will regularly update its information regarding Covid-19, by checking the latest guidance from Public Health England and the local authority and will inform parents and staff of any changes to our emergency plans.**

## Useful contacts

Ofsted: 0300 123 1231

Health Protection Team (HPT): [0344 225 4524](tel:0344 225 4524)

## Related policies

### Closure Policy

|  |                         |                 |
|--|-------------------------|-----------------|
| This policy was adopted at a meeting of      | Nether Green Junior ASC | name of setting |
| Held on                                      | <hr/> 26th August 2020  | (date)          |
| Date to be reviewed                          | <hr/> Half termly       | (date)          |
| Signed on behalf of the management committee | <hr/>                   |                 |
| Name of signatory                            | <hr/> Tammy Nelson      |                 |
| Role of signatory (e.g. chair/owner)         | <hr/> Manager           |                 |
|  | <hr/>                   |                 |

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare Requirements: Health [3.44].