

# KIDZ ZONE OUT OF SCHOOL CLUB

## KEEPING CHILDREN SAFE – COVID 19

Dear Parent/Carers,

Kidz Zone Clubs will be following the government guidelines when we welcome children back for the Autumn Term.

The staff will be implementing the steps below to keep you, your children safe and our staff safe.

SAFETY CONCERN	CONTROLS
Parents delivering or collecting children.	<ul style="list-style-type: none"> <li>• PLEASE DO NOT DELIVER/COLLECT YOUR CHILD/CHILDREN IF YOU OR ANYONE IN YOUR HOME HAS TESTED POSITIVE IN YOUR HOME AND YOU ARE NOT OUT OF QUARANTINE AND HAD A NEGATIVE TEST.</li> <li>• Only one parent to deliver or collect please.</li> <li>• <b>Parents will not be allowed to enter club.</b></li> <li>• Parents must wear a mask or face covering.</li> <li>• Please do not congregate near the entrance to the building. Observe the distancing boards.</li> <li>• Please do not bring your child to club if she/he is feeling unwell for any reason.</li> </ul>
<p>Children attending club.</p> <p>Spread of COVID 19 through eating</p> <p>Staying safe through washing</p> <p>Not spreading infection to different year groups; in line with school's infection control.</p>	<ul style="list-style-type: none"> <li>• Before entering club, children will have their <b>temperature taken.</b></li> <li>• Parents will be asked if anyone in your home has COVID symptoms.</li> <li>• Upon entering children will put their bags and coats on their chair; they will then be asked to <b>wash their hands</b></li> <li>• Children will then go to their bubbled area.</li> <li>• <b><u>PLEASE ENSURE YOUR CHILD/CHILDREN BRINGS THEIR OWN WATER BOTTLE WITH THEM.</u></b></li> <li>• Children requiring breakfast will only be given toast or bread with requested toppings.</li> <li>• Please note that all food will be served inside a wrapped piece of kitchen towel which can then be thrown in the bin.</li> <li>• Children will be asked to wash their hands every 30-45 minutes.</li> <li>• Sanitising stations will be by the main entrance, in the main hall, kitchen area and extra soap will be provided in the toilets.</li> <li>• CHILDREN WILL BE KEPT IN YEAR GROUP BUBBLES. WE MAY PUT SIBLINGS TOGETHER IN THEIR OWN GROUP BUT ONLY IF WE HAVE SPACE AND THE CHILDREN/PARENT REQUESTS IT.</li> </ul>

Equipment	<ul style="list-style-type: none"> <li>• Each year group will have its own equipment which will be sanitised with wipes each day.</li> <li>• Weekly disinfectant will take place at the end of a Friday when equipment may be given to different groups for the following week.</li> <li>• All electrical equipment if used, will be sanitised at the end of every session.</li> <li>• Equipment that cannot be cleaned will be taken out of use; this may reduce to start with the amount of equipment children will have to play with however we hope to procure and increase suitable resources as required.</li> <li>• If equipment is needed by different bubbles throughout a session it will be cleaned between each groups use.</li> <li>• Each bubble will be taken outside during the session, weather permitting with their own equipment.</li> </ul>
Toilets	<ul style="list-style-type: none"> <li>• Every 30 minutes the toilets will be cleaned.</li> </ul>
Payments	<ul style="list-style-type: none"> <li>• <b>We would ask parents to pay by Standing Order or BACS.</b></li> <li>• CASH payments must be put in an envelope and handed to the member of staff on the door who will then obtain a receipt will be put back in the envelope and given to you. You will be asked to wait outside.</li> <li>• All payments must be made in advance of use.</li> </ul>
Registering to attend club	<ul style="list-style-type: none"> <li>• <b>Unfortunately, it is not possible for parents to see the club rooms when children are in attendance. You will be asked to make an appointment at the end of a session or before club starts.</b></li> <li>• <b>Parent packs can be given out at the club door (please ring ahead so that the manager can organise this) or you can download a copy from this website.</b></li> <li>• <b>If you have any difficulties or queries please contact Lynda 07963419482</b></li> </ul>