



COVID-19 Policy

Clifton College Holiday Club recognises that careful planning is essential in order to keep the children and our staff safe, and to limit the spread of coronavirus/Covid-19, within our setting. Accordingly, we have conducted a thorough Covid-19 risk assessment and will review it on a monthly basis and whenever Government guidance changes.

Latest Government Guidance

As set out in the Government's ['COVID-19 Response – Spring 2021'](#) guidance, we are able to offer school holiday childcare to:

- Vulnerable children and young people.
- Children on free school meals, where they are attending as part of the Department for Education's holiday activities and food programme

Other children, where the provision is:

- Reasonably necessary to enable their parents and carers to work, search for work, undertake education or training, or attend a medical appointment or address a medical need, or attend a support group.
- Being used by electively home educating parents as part of their existing arrangements for their child to receive a suitable full-time education.
- Being used as part of their efforts to obtain a regulated qualification, meet the entry requirements for an education institution, or to undertake exams and assessments

Children deemed clinically extremely vulnerable are advised not to attend out-of-school settings while shielding advice applies nationally. The Department of Health and Social Care has published updated guidance on ['shielding and protecting people who are clinically extremely vulnerable from COVID-19'](#).

As per the Government's recently updated ['Protective measures for holiday and after-school clubs during the coronavirus outbreak'](#) guidance - we are now requesting that all staff and Kids Club children in Years 7 & 8 wear a face covering whilst indoors. Face coverings will not need to be worn when outdoors on the premises. Parents/carers are also requested to wear a face covering upon drop off/collection.

Covid-19 symptoms

Covid-19 is a viral, respiratory disease, which is 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 Sore throat Fever (high temperature)
- Tiredness Difficulty breathing
- Loss of taste and smell



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The initial symptoms are similar to 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. However, it is important to be aware that in some cases the symptoms may be very mild or even non-existent, especially in children.

Procedure for 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 until the child can be collected by his or her parents. If the child becomes seriously ill, we will call 999.

If a child or member of staff has suspected symptoms of Covid-19, they will be sent home and must follow the Government guidance for households with possible Covid-19 infection. This includes self-isolation and taking a Covid-19 test. See:

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

Most suspected cases of Covid-19 turn out to be negative, so the Club will remain open unless or until advised otherwise by the local PHE Team, but parents and staff will be informed. We must receive the negative test result as proof before the child can return to Holiday Club.

If children or staff experience any symptoms of Covid-19 they must not attend the Club until all symptoms have passed and they feel well.

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 (eg 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 than on soft or absorbent surfaces.

We will take the following steps to reduce the risk of catching or spreading Covid-19 at the Club:

Hygiene:

- Staff and children will wash their hands as soon as they arrive at the Club, and will be reminded to wash their hands regularly throughout the session, especially after using the toilet, before eating food and after coughing or sneezing.
- Hand sanitiser will be available in convenient locations throughout the club.
- We will have tissues readily available for use when sneezing and coughing, and these will be disposed of, in a lidded bin, immediately after use.



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- If they don't have a tissue to hand, children will be instructed to cough or sneeze into the crook of their arm.
- We will discourage children from touching their faces.
- We will discourage children from touching each other.
- Children will not be allowed to bring toys, games or electronic devices from home, and we ask that they bring only essential items with them to the Club.
- Clifton College will offer access to asymptomatic testing (using the rapid lateral flow tests) to our Holiday Club staff.

Cleaning:

- We will ensure that frequently-touched surfaces, such as handles, door plates, light switches, table tops and toys are regularly cleaned with anti-bacterial spray or wipes, before, during and after each session.
- We will remove toys that are difficult to clean or quarantine them for at least 72 hours after use.
- We will remove soft toys and soft furnishings, such as cushions and rugs.
- We will restrict the sharing of toys and equipment between groups as much as possible. Any toys or equipment that need to be shared will be thoroughly cleaned before being used by the next group.
- Toilets and sinks will be cleaned before and after each session, and at specified intervals while the club is in operation.

Arrivals and departures:

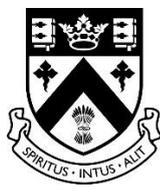
- We have amended our drop off/collection procedure, so parents won't need to enter the building unless for a specific reason.
- If it becomes necessary, we will assign different collection points to limit the congregation of parents outside the Club.
- A member of staff will sign the children in and out, in the presence of the child's parent.
- Parents are requested to wear a face covering upon drop off/collection.
- We encourage parents and carers to avoid public transport when travelling to us - where possible, we encourage you to have your child walk or cycle to us, or have them dropped off by a member of your household in a private car.
- We advise parents and carers to limit your use of multiple out-of-school settings, and should as far as possible only be sending your children to one out-of-school setting, in addition to school, in order to minimise mixing.

Premises:

- Visitors, eg delivery drivers will not be allowed to enter the premises.
- Doors and windows will be kept open where safe to do so, to keep the premises well ventilated.

Movement around the club:

- Children will be put into groups of no more than 15 per week. As far as possible, these bubbles will be maintained including different staff teams and toilets, whenever they attend.



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- When indoors, groups will be separated into separate areas of the buildings, using different drop off points/entrances. We will inform parents of what bubble their child is in the week before.
- When outdoors, groups will be kept separate at all times.
- As far as possible, only one person will be allowed in the toilets at a time.
- Children in Years 7 & 8, as well as staff will be required to wear face coverings whilst indoors and social distancing cannot be maintained.

Activity planning:

- We will plan activities that minimise contact between children.
- Whenever possible, activities will take place outside.

Food:

- Absolutely no sharing of food will be permitted and children will be spaced apart while eating.
- Our Catering team (Sodexo) will be following their own strict COVID-19 policies, procedures and risk assessments.

Swimming:

- Swimmers will be told to remain at least 1 metre away from others at all times.
- Children will be spaced out in the changing rooms at least 1 metre away from each other.
- Showers are out of action except for the ones closest to the foot bath so that children can rinse chlorine off when exiting the pool.
- Only 1 “bubble” in the pool at any one time.
- Sufficient time between “bubbles” will be allocated to clean and disinfect changing rooms.
- Holiday Club will follow the Sports Centre COVID-19 Safety Measures when using the facilities.

Promoting good practice

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

- Ensure that all staff have received training in, and understand, our new procedures
- Display posters and information to promote infection control
- Ensure that adequate supplies of cleaning materials are available within the Club
- Dispose of waste promptly and hygienically
- Provide tissues and suitable facilities for their disposal.

Closure

We may need to temporarily close the Club if we have insufficient staff due to illness to run sessions safely.



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In the event that we have a number of confirmed cases of Covid-19 associated with the Club, we may need to close if advised to do so by the local Health Protection Team in order to limit the spread of the virus.

If the Club needs to close, the manager will notify parents or carers as soon as possible.

Useful contacts

Independent Schools Inspectorate: 02076000100

Public Health England South West: 0300 303 8162