



Willow Tree Breakfast Club

September 2020

Breakfast club will run a little differently this year. Please let your children know before they come.

All plans are in line with government guidelines

Parents, children, staff or visitors must not enter the setting if displaying any symptoms of Coronavirus (Covid-19). Please follow the Covid-19 guidance for households with possible Coronavirus infection. (<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>). If anyone in the household is unwell, awaiting testing or tested positive for Covid-19, then they should not attend the setting.

Protection and Control

- We will keep children in consistent groups and encourage social distance with children, staff & parents
- Minimise contact with individuals who are unwell, showing signs of Covid-19 or have someone in their household who have symptoms and advise not to attend the setting.
- Clean hands more frequently for 20 seconds and dry thoroughly with paper towel (this will be done when entering & leaving club, before & after snack, after being at the toilet and after sneezing or coughing) Hand sanitizer can be used if hand washing is not convenient.
- Promote good hygiene, catch it, bin it & kill it approach
- Clean surfaces more often before & after contact with group
- Regularly clean frequently touched surfaces. Door handles, table tops, etc
- There will be no toys and electronic devices for the time being. Children will be given an individual activity folder not to be shared with pencil case/ pencils and paper
- Resources to be wiped or sprayed with disinfectant after each session
- Hall will be divided into groups/ areas and we will use minimal resources and equipment and allow time to clean areas
- Minimise contact between groups.
- Ventilate hall by opening windows and door to outside.

All staff and children will be encouraged not to shout, sing or chant loudly

Groups / Bubbles

- Plan – There will be 5 consistent groups with no more than 9 children at any one time.
- All will have 1 to 2 members of staff in each and these staff will remain in that group and clean area before & after each session
- **Reception Mrs Johnson**
- **Yr 1 & Yr 2 – Mrs Smith**
- **Yr 3 & Yr 4 – Ms Martin/ Mrs Harrison**
- **Yr 5 & Yr 6 – Miss Wilkinson**



- We have put in place a one-way system around the hall for children needing to move around e.g. to go to the toilet and to class. This will prevent KS1 & KS2 mixing.
- Each group will have a separate box which includes first aid, PPE, paper towels and cleaning equipment, tissues.
- Each child will have their own activity folder which will be kept in their bubble.

Arrivals

- We open for Breakfast 7.45am -9.00am
- Children will not be accepted earlier than 7:45am
- No Parents are allowed to enter the inside of the premises, however they must escort their child to meet a member of staff at the hall door
- The children will come in through the hall door
- Children are to sanitize hands on arrival to club and go to designated group area.
- They will be reminded of keeping social distance as much as possible and staff members will discuss hygiene, the importance of following guidelines and about staying in their groups.

Staff availability

- 1 -2 members of staff per group depending on size of group.
- Staff with underlying medical illness will be advised to take extra precautions and take extra care in observing social distance. They will only take on roles that will ensure their safety.
- At least 2 first aiders will always be on site.
- At least 2 designated safeguarding leads on site.

Parent Info

- New safety measures to reduce risk of infection.
- All parents to sign new contract re Covid- 19.
- No parents to enter inside the premises.
- Where possible we encourage parents not to use public transport.
- Limit drop offs to 1 parent per family.
- Please ensure social distancing is being adhered to when dropping your child at Breakfast Club
- Parents encouraged not to gather at the entrance and keep social distance at all times