

Playgroup arrangements from Monday 19th April 2021



Please read the following important information.

Changes have been made to our drop off/pick up arrangements. We will continue to follow any changing government guidance.

Opening times: We have to work with Woodchester school with regard to our opening times therefore the hours we will be offering are **9.00am – 2.55pm** or **9.00 – 12**. Please telephone or email us before 8.50am if your child is going to be absent from their session. It is advised that parents wear a protective face covering at drop off/pick up time.

The **drop off arrangements** are: Please come through the FRONT PLAYGROUND, through the side gate (by the scooter park) along the side of the school field and wait socially distanced in the back playground. Staff will come out to the playground and ring the bells; the children will line up and we will all enter playgroup building together. We politely ask that once your child has lined up safely and as specified in government guidance, please do not gather and hang around, **please ensure you leave the playground promptly** so we can lock the gate as quickly as possible. The **pick-up arrangements** are: Please come through the FRONT PLAYGROUND and wait socially distanced near the scooter park/end of the playground. We will bring the children to the side gate. Please ensure you leave the playground promptly (unless collecting a school child) as the school children will be coming out just after 3.

It is extremely important that you are prompt with drop off and collection as these times are co-ordinated with the school's arrangements. Only ONE adult to accompany each child for drop off and collection. We politely ask that ALL parents adhere to social distancing measures while dropping off and collecting their child. We also respectfully ask that in order for this process to happen safely and effectively it is a case of drop off and go without full on conversations. If on the rare occasion you are late, you will need to park up, telephone playgroup and a member of staff will meet your child at the allocated entrance ONLY if it is safe for us to do so.

YOU MAY ONLY ENTER THE SCHOOL SITE/PLAYGROUND AT DROP OFF/PICK UP TIMES. Please do not enter at any other times unless arrangements have been made.

Symptoms of illness: Please do not bring your child to playgroup if they are feeling unwell.

If your child becomes unwell with coronavirus symptoms whilst at playgroup they will be cared for in an area away from the other children and you will be called to collect them. We respectfully ask that you collect your child as soon as you receive a call from us to keep everyone else safe and well. Staff will need to use PPE when helping your child. If your child shows symptoms of covid-19 (temperature, cough etc) we will need to send them home in the interests of infection control, even if they do not feel unwell.

This means that even if you think they are actually struggling with another medical need such as hay fever or asthma they may be sent home. This is to protect staff and other children from a child who is constantly coughing or sneezing.

Any child or staff member showing symptoms of covid 19 will need to be sent home and advised to follow the government and public health England guidance. **DO NOT** send your child to playgroup knowing that they or someone in your house hold is symptomatic.

Playgroup **MUST** be informed of anyone who is symptomatic or has a positive test result. We will contact public health England and follow any further advice. Children and staff who attend alongside anyone testing positive will need to be informed and isolated. **Please note - If a staff member is off because of illness from covid-19 then the temporary closure of playgroup is likely.**

Travelling to playgroup: We would encourage you to walk to playgroup where possible or park further away and walk part of the way.

Communication with Playgroup: If you need to speak to a member of staff please could you email the playgroup and we will arrange a convenient time to telephone you or meet you safely.

What to bring: **For children staying until 2.55pm** - A Packed lunch in a washable container including a water bottle preferably containing water. All clearly named. **Playgroup will provide morning and afternoon snack.** Playgroup will be well ventilated and we will spend as much time as possible outside, therefore it is important that you provide a suitable coat. We do have a selection of spare wellies which can be used in wet weather.

Please supply one small clearly named bag with spare clothes/nappies, this will stay at playgroup on your child's peg until further notice. Do not bring toys or anything else from home unless requested. Finally, there is some evidence that the virus can stay on fabrics for several days, please ensure that children's clothes are washed at the end of every day. If children bring pictures home it is advised that these are put in quarantine for 3 days.

It is advised that children only attend 1 setting. If your child attends another setting, it is important that you provide contact details for the additional setting.

Cleaning and hygiene. We will be cleaning all surfaces, carpets, kitchen and bathroom areas at the end of the day. Resources and equipment will be cleaned regularly and thoroughly and additional deep cleaning will be arranged as required.

We will be promoting good hygiene routines. Hand sanitisers will be available to use throughout the day and we will be encouraging all children to increase handwashing at regular intervals, especially when arriving, before leaving, between activities, meal times and after using the toilet.

Finally: We have put all the protective measures in place and whilst socially distancing is the advice given it is just not going to be possible to expect children not to play together and socialise. Also please rest assured that if your child is feeling upset or has fallen over, we will still give them a cuddle.

We also feel it is important that you understand some of the staff and their families are going out to work in different environments but we have all been adhering to the recommended protective measures.

A detailed risk assessment and covid-19 policy have been written which are on the website. Please ensure you have signed and returned the covid-19 parental agreement.

We hope this provides you with all the information you need, please email if you have any further questions. woodchesterplaygroup@eygloucestershire.co.uk