

## **SUMMER HOLIDAY CLUB 2020 – ST MATTHEW’S PRIMARY SCHOOL, STRETFORD**

### **Dear Parents/Carers,**

As previously notified, Kickstart will be reopening our Summer Holiday Club Provision between the dates of Monday 27<sup>th</sup> July 2020 until Friday 28<sup>th</sup> August 2020. We wanted to write to you following the release of updated Government Guidance on 2<sup>nd</sup> July 2020 (<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>), to outline the measures we are putting in place during this period and what you as a parent/carer need to be aware of and how you can help us keep the setting safe. Please read the link above to familiarise yourself with the procedures that are in place for test and trace. Listed below are the summary measures for the provision, further details are available on our risk assessment document:

- 1) If you or anyone in your household displays COVID-19 symptoms your child(ren) must not attend our setting and you should advise us of this immediately. In these circumstances, you will be required to obtain a COVID-19 test and/or self isolate for the 14 day period before you can return to the setting
- 2) Staff will have access to Personal Protective Equipment (PPE) which they will wear in the event of first aid and if a child displays any COVID-19 symptoms in our care. Please be aware that staff will only wear a mask if they have to wear PPE for these reasons. Masks are not required to be worn by children in the setting
- 3) Children will be required to clean hands more regularly before and after all activities, before and after eating and on entry and exit from the setting, which includes outdoor play. Hand sanitizer stations will be placed in the outdoor area and in the hub.
- 4) Children will be educated about the need for clean hands and the catch it, bin it, kill it approach to respiratory hygiene
- 5) Enhanced cleaning measures will be in place and a deep clean will be done after the closure of the setting every Friday evening
- 6) Parents/carers will only be permitted to use one holiday club/childcare provider during this period and any child(ren) coming to Kickstart must not attend any other provision in order to minimise risks and assist with track and trace. This approach is set out in the Government Guidance and anyone found in breach will be excluded from the provision
- 7) Kickstart will engage with the Local Authority Public Health Team and NHS Track and Trace and your details will be shared where appropriate. Parents/Carers will be asked to inform Kickstart of the results of any COVID-19 tests as soon as they become aware. Children who are tested will only be allowed back in to the provision with evidence of a negative result.
- 8) EYFS providers are not required to operate ‘bubbles’ as it is accepted that different children will be using Holiday Club at different times. However, we have reduced capacity from 24 to 16 children and we are also using more indoor space, with access to the school hall in addition to the Hub. We will aim to be outdoors for the majority of the day so you are asked to send your child in appropriate clothing.

- 9) Kickstart will be providing parents/carers with a drop off and pick up collection time slot in order to reduce traffic at these times. We will be in touch with all customers in order to arrange this. If you need to adjust your pick up/collection time you MUST call in advance on 0800 023 5752. Only one parent/carer will be allowed on site to pick up/drop off and collections and drop offs will be in the designated areas at the hub building, please do not approach the outdoor gates to the playground at any time. As we are having designated times for pick up and drop off you are not required to come up the ramp to the hub building but to wait in the designated areas, socially distancing from other families using the red markers on the floor area.
- 10) Staff will during this period have access to a work mobile phone so that parents/carers can contact them at all times.
- 11) Parents/Carers must send in snacks and a packed lunch in a disposable carrier bag – please do not send in lunch boxes or bags. The disposable bags and any food left will be binned after afternoon snack each day. In order to minimise risk, Kickstart will not be providing snacks or food during this period.
- 12) Each child must have a named, refillable water bottle which will stay in the childcare provision and will be washed daily
- 13) In the event of hot weather, parents/carers are requested to apply suncream to their child(ren) prior to coming in to the provision as we cannot store any creams during this period. We will make use of shaded areas as much as possible on hot days
- 14) Parents/Carers MUST check their booking on the Kickstart system and ensure that all contact details and emergency contacts are correct and up to date
- 15) Social distancing between children and Kickstart staff will not be possible at all times, so we have minimised risk by implementing additional space, more regular handwashing and respiratory hygiene

We are really looking forward to seeing you all again in the summer. These measures are in place to keep everyone safe and secure. We do not want to overload you with information or cause any anxiety but this information is important so we do ask that you are familiar with it.

Our main priority will be the wellbeing of your children and we will do our utmost to provide an enjoyable experience for everyone who attends. Our staff are well prepared and we have been working with school closely in order to see what has been working well during the recent few weeks of school opening.

If you have any questions or concerns, please do not hesitate to contact us. We will be in touch with you all individually to discuss your child(ren) and any individual needs they may have, in addition to agreeing drop off and pick up slots.

**Kind Regards**  
**Rebecca and the Kickstart Team**