



Notre Dame Primary After School Club Recovery Plan  
Key Information for Parents/Carers

	<p>Notre Dame Primary After School Club has signed up to the childcare testing programme for staff. All staff have been issued with COVID 19 testing kits and will continue to be issued with kits (2 per week) until such time the Scottish Government advises a change to the measures in place. Staff are encouraged to test regularly to ensure that they are not positive for COVID 19 when working.</p>
<p>Procedure for collection of children</p>	<p>If numbers are high, a text message will be sent to parents and carers to ask parents and carers text with an estimated time of arrival which will allow staff to get their children ready for a swift departure and to lower the footfall at the main entrance. We will also ask parents and carers to be respectful of other service users whilst we operate a “one in, one out” system to the path to the main door.</p> <p>Parents will not be permitted to enter the setting but will instead be greeted by a member of staff at the door who will be responsible for signing children in and out of the service.</p> <p>Only one parent/carer should collect so as to ease congestion and to help facilitate appropriate physical distancing.</p> <p>Should there be other parents/children waiting when you arrive then please line up 2 metres apart to remain physically distanced from other families.</p> <p>If your child feels unwell during school hours, you will receive a call from the school to collect them as soon as possible. The Afty will not be able to collect them for you at the end of the school day. <b>Your child will remain in the school’s care until you arrive to collect them.</b></p> <p>During the session, if a child expresses that they are feeling unwell and Covid symptoms are present, the child will be sat away from the rest of the group with a member of staff. Parents/carers will be contacted and asked to collect their child as soon as possible.</p> <p>Parents are asked to inform the club of positive confirmed cases. A warn and inform email will be sent out to families who were present on the same day as the child.</p> <p>Updated Guidance can be found: <a href="https://www.gov.scot/publications/coronavirus-covid-19-school-age-childcare-services/">https://www.gov.scot/publications/coronavirus-covid-19-school-age-childcare-services/</a></p> <p>Parents and carers collecting children are reminded through our daily texts to wear a face covering when collecting their children and remain outside and at a safe distance away from the staff.</p>

Physical Distancing	
Children <i>(when numbers of children in attendance is high)</i>	<p>Children will not be required to physically distance from each other within their groups. In addition, it is neither appropriate nor realistic to maintain social distance between our staff and the children in our care. Staff will remain distant from children where possible, although we know how important it is that your child feels secure and receives warmth and contact that is appropriate to their needs. Staff will however maintain social distance between each other.</p> <p>To date the Afty is still very quiet. There is a lot of space in the setting for the children to play freely.</p> <p><b>Resources and materials will be cleaned at regular intervals and after a child has used it. Pens, pencils and crayons are not shared. Each child will be issued with a labelled bag with pens, pencils and crayons. This will be collected at the end of the session, cleaned and stored.</b></p>
Staff & Other Adults	<p>Current guidance outlines that adults are still required to socially distance and our staff will maintain a safe distance from each other and other adults (parent/carers) indoors in accordance with the latest government guidelines.</p> <p>Indoors, Staff are asked to wear a face covering (covering that covers the nose and mouth). If there is a need for closer contact for 15 minutes or more (e.g. administering first aid), then staff will wear appropriate PPE.</p> <p>For more information please click the guidelines which we follow:  <a href="https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/face-coverings/">https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/face-coverings/</a>.</p>
Outdoor Environment	<p>We will be maximising the use of the outdoors (Downhill Park and the Scout hall outdoor area).</p> <p>Please ensure your child comes to out of school care each day prepared for the weather, i.e. sun cream and a sun hat, rain jacket and weather appropriate outer clothing &amp; footwear.</p>
Snack Time	<p>Children will all eat together. As restrictions begin to ease further the reintroduction of a 'self-serve' snack will commence.</p> <p>Fruit and other healthy snacks will be provided however we will operate a reduced snack menu for the time being.</p>

Increased Hygiene	
Reminders about Key Messages	<p><b>'Catch it, bin it, kill it'</b> will continue to be promoted throughout the service with regular reminders from staff.</p> <p>Tissues and pedal bins are available in all rooms to encourage the children to place their used tissues in the bin.</p> <p>Regular reminders will also be given to encourage children to <b>avoid touching their face</b> (particularly their eyes, nose and mouth).</p>
Cleaning Schedules	<p>We have implemented an enhanced cleaning protocol. In addition, critical touch points such as table tops, chairs, door handles, light switches and hard surfaces and equipment used by our staff (e.g. toilets, sinks, doors) are cleaned before the children's arrival and regularly throughout each session and then again at the end of the day using products that are active against viruses &amp; bacteria. The hall is also regularly cleaned by a cleaner. Between physical cleaning when the hall is not in use there is an irobot 606 Roomba and an i-robot Braava 2, a floor cleaner and mop robot that maintains the cleanliness of the floors.</p>
Increased ventilation	<p>Where possible, doors and windows will be open to increase natural ventilation and reduce the need to touch door handles. The main door will always be open with a member of staff nearby and the Scout hall back door will also be open at all times throughout the session. Again, please ensure children are wrapped up appropriately on the colder days.</p>
Hand sanitiser	<p>A hand sanitiser dispenser will be available at the entrance to the service. All staff will sanitise their hands prior to going into the building.</p> <p>We will also ensure that each table and area will have its own hand sanitiser. This will be used as well as the handwashing procedure that we have in place, it will not replace it.</p>
Objects from Home	<p>To ensure increased hygiene, we are currently asking that, where possible, no objects/toys from home to be brought to the service and only necessary items such as medication are brought in.</p> <p>School bags &amp; jackets will be stored in cloakrooms and will not be brought into the play or activity areas.</p>
Stay at Home Guidance	<p>If you have symptoms (e.g., a new and continuous cough, a high temperature or loss of taste or smell) follow the Scottish Government current guidance to stay at home and carry out a PCR test.</p> <p>More information can be found at:  <a href="https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19">https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19</a></p>

Communication	
<b>Parents/Carers</b>	<p>To minimise congestion and facilitate appropriate physical distancing we are currently discouraging face to face meetings with parents. Where necessary we will use alternative communications instead.</p> <p>Key information, updates and generic changes around our services will be communicated to you via email or text.</p> <p>If you wish to discuss any aspect of your child's care, then we would ask you to contact Angela Iheagwaram in the first instance so that a mutually convenient time can be arranged.</p> <p>Our contact details are: Email: <a href="mailto:notredameprimaryafty@gmail.com">notredameprimaryafty@gmail.com</a> Mobile: 07464841482</p>

**PLEASE NOTE THAT ALL INFORMATION CONTAINED IN THIS RECOVERY PLAN IS SUBJECT TO CHANGE AT ANY POINT IN KEEPING WITH NATIONAL AND LOCAL GUIDANCE.**