

HFS Covid-19 Guidelines for October Half Term Play Scheme

- We will be reducing our hours by 30 minutes to **9am - 4:30pm** (this is to adhere to government guidelines with staff keeping to the same group bubble and to provide staff time to clean equipment ready for the next day).
- We will only be accepting 5 day (whole week) booking requests - this is to reduce the risk of infection and to keep a consistent group bubble.
- We will be reducing the number of children we have in the play scheme from 16 to 10. This is so we can ensure we keep within government guidelines.
- Parents/carers will be unable to enter Clapton Park Children's Centre's building. Drop off will happen at the garden gate (procedures for arrival and departure are found below).
- If you wish to settle the children in, parents/carers will be asked to sign the visitors sheet, check temperature at machine, wear a face covering and sanitise their hands.
- Equipment will be sanitised at the end of each day by staff. All settling will take place outside in the garden so please ensure you dress appropriately.
- Parents/carers to inform HFS Lead if they or anyone in their household show any or all of the three symptoms or test positive for COVID (<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>).
- Please see below the parent fact sheet regarding fees, COVID Symptoms and Isolation Periods.
- Children or staff members showing symptoms during a session will be moved away from the group to isolate with a staff member. Staff members will follow government guidance, wear a mask, gloves and an apron and contact parents straight away.
- The play scheme will be cancelled if there is a positive case and parents will be informed to ensure the child isolates for 14 days (see Parent Fact Sheet).

Procedure on arrival and departure

- Parents/carers follow social distancing guidelines on arrival to the gate of Centre where you will drop your child, keeping 2 metres when lining up and keeping to the marked lines of floor on the footpath leading to the Centre. Lauren or a member of staff will greet you there.
<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures#considerations-for-operating-the-setting>
- All children will wash hands in the garden, once they are taken through the side gate to the Centre.
- The children will then be taken to the site. We have an updated Risk Assessment for the sessions, taking into account the COVID-19 government and local authority guidance. This is available if parents wish to have a copy, please let Lauren know.
- If you wish to pick-up your child/children earlier than 4pm, adults/carers to inform HFS Lead and pick up from the Forest School site will be arranged.
- From 4pm the gate will be open for adults/carers to line up to collect children.

Hackney Children's Centres

Parent FactSheet - COVID Symptoms and Isolation Periods

The purpose of this document is to be used as a guide for isolation periods for children with symptoms, our aim is to reduce the spread of the virus, protect staff, children and families and ensure we comply with government regulations on providing a COVID secure setting.

We are doing all we can to minimise visitors to the Centre, all essential visitors will be asked to wear a face covering and have their temperature checked on arrival. We may take some children's temperatures when returning from periods of self-isolation.

Symptoms of a suspected case of COVID-19

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a high temperature – this means you feel hot to touch on your chest or back (see link) <https://www.nhs.uk/conditions/fever-in-children/>
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

For most people, COVID-19 will be a mild illness. However, if you have any of the symptoms above, stay at home and arrange to have a test to see if you have COVID-19 – go to [testing](#) to arrange.

Please see the link for the Staying at Home guidance you **must** follow if you are isolating. <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Situation	Actions	Impact on Fees
If your child/children develop any of the main symptoms (as above) at home	Parents must seek a test for the child and the child must isolate for 10 days. Other people in the household must isolate for 14 days (this includes other siblings who may be attending the Centre). Parents must notify the Centre with the date the symptoms started. As the child is too young to travel to the Centre alone, we cannot accept the child	Fees will be payable*

	<p>back to the Centre until either; a 14 day period has passed from the onset of symptoms, or a negative test result is obtained. If there are alternative arrangements to pick up/ drop off the child to Nursery, after the 10 days, with someone outside the household e.g. nanny, childminder, please discuss this with Nursery.</p> <p>If a test result is negative, the child may return to the Centre, and the household may stop isolating.</p> <p>If a test result is positive, the parents must inform the Centre as soon as possible. Any adult or child who is in your child's room may be asked to then isolate.</p> <p>If another member of the household develops symptoms, the isolation periods reset.</p>	
<p>If your child/children or anyone in your household develop any of the symptoms (as above) at home</p>	<p>The symptomatic person must seek a test and must isolate for 10 days. Other people in the household must isolate for 14 days (this includes the child/children who attend the Centre).</p> <p>If a test result is positive, the parents must inform the Centre as soon as possible. Any adult or child who is in your child's room may be asked to then isolate.</p> <p>If another member of the household develops symptoms, the isolation periods reset.</p>	<p>Fees will be payable*</p>
<p>If your child/children develops symptoms (as above) in the Centre</p>	<p>The child will be removed and isolated in a separate room with a staff member wearing PPE. The parents will be notified and asked to collect as soon as possible.</p> <p>Parents must seek a test and the child must isolate for 10 days. Other people in the household must isolate for 14 days (this includes other siblings who may be attending the Centre).</p> <p>As the child is too young to travel to the Centre alone, we cannot accept the child back to the Centre until either; a 14 day</p>	<p>Fees will be payable*</p>

	<p>period has passed from the onset of symptoms, or a negative test result is obtained. If there are alternative arrangements to pick up/ drop off the child to Nursery, after the 10 days, with someone outside the household e.g. nanny, childminder, please discuss this with Nursery.</p> <p>If a test result is positive, the parents must inform the Centre as soon as possible. Any adult or child who is in your child's room may be asked to then isolate.</p> <p>If another member of the household develops symptoms, the isolation periods reset.</p>	
If you are contacted by NHS Track and Trace and your household has to isolate for 14 days	<p>You must follow government guidance and isolate for 14 days.</p> <p>You will not need to seek a test, and a negative result will not mean you can attend. If symptoms develop during this period the symptomatic person must seek a test and isolate for 10 days. Other people in the household must continue to isolate for 14 days (this includes other siblings who may be attending the Centre).</p>	Fees will be payable*
If we have a confirmed positive case (either staff or child) in your child's room	<p>Any staff member/child in that child's room or who has come in close contact with the positive case must isolate for 14 days. This does not include family/household members or siblings who attend the Centre in a different room.</p> <p>You will not need to seek a test, and a negative result will not mean your child can attend. If symptoms develop during this period the symptomatic person must seek a test and isolate for 10 days. Other people in the household must continue to isolate (this includes other siblings who may be attending the Centre).</p>	Fees will be waived for the child asked to isolate as that room will be closed for the 14 day period.
If you have recently travelled back from a country that is on the quarantine list, or you have travelled to a country	<p>You must follow government guidance and isolate for 14 days.</p> <p>You will not need to seek a test, and a negative result will not mean you can</p>	Fees will be payable*

<p>that was not on the quarantine list, and it was added while you were in the country.</p>	<p>attend. If symptoms develop during this period the symptomatic person must seek a test and isolate for 10 days. Other people in the household must continue to isolate for the 14 days from the onset of symptoms (this includes other siblings who may be attending the Centre).</p>	
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*This is in line with the existing contract in regards to sickness and holidays