



Mac's Club COVID-19 Procedures & Policies - April 2022

COVID-19 PRACTICES, POLICIES & REQUIREMENTS

- **COVID-19 - On 21st February** the government announced the new strategy living with Covid - 19., which is set out below:
- **Living with COVID-19:** removing domestic restrictions while encouraging safer behaviours through public health advice, in common with longstanding ways of managing most other respiratory illnesses; .
- **Protecting people most vulnerable to COVID-19:** vaccination guided by Joint Committee on Vaccination and Immunisation (JCVI) advice, and deploying targeted testing; .
- **Maintaining resilience:** ongoing surveillance, contingency planning and the ability to reintroduce key capabilities such as mass vaccination and testing in an emergency;
- **Securing innovations and opportunities from the COVID-19 response,** including investment in life sciences.
- This means that most of the legal requirements such as wearing masks, isolation, regular testing have been removed.
- However whilst these have been removed we are still being asked to practice **Safe behaviours** to help reduce the spread and protect the vulnerable.
- **Safe behaviours includes** - getting vaccinated, keeping indoor spaces well ventilated, wearing mask when mixing with people you do not normally mix with, staying at home if unwell, taking a test if unwell and washing hands.
- As a result we have further reviewed our policy in line with the governments new strategy.
- At Macs Club we will continue to ask children to wash their hands when they arrive in the setting and before eating.
- We will continue to take children's temperatures to ensure children who are unwell are not entering the setting.
- Whilst there's no longer a requirement to isolate – the government's advice is to stay home if you test positive and avoid contact with other people for 5 days. Therefore at Macs Club we will follow

this advise and ask **staff** and **children** to stay at home if they test positive and must have two negative tests before they return to the setting.

- We will continue with our cleaning regime of wiping down tables, cleaning toys/equipment and sterilising toys/equipment on a regular basis.
- We will ensure spaces are adequately ventilated.
- There will be no restriction on children mixing, however will continue to have an older and younger groups in some settings as this works well in terms of activities and children different abilities.
- We consider that the measure highlighted are in line with the government safe behaviours to help stop the spread and protect the vulnerable,
- **What parents need to do to help :**
- **If you or your child or anyone in your household presents with symptoms of Covid -19 please do not send your child to the setting. This will help stop the spread and protect the vulnerable.**

Parents Information

- If you are running late or need to contact the members of staff, please use **07930 225 103 – Highfields - 07359 100 963 – Chellaston and Castleward - 07494626333.**
- Displayed on our notice board are the register person's details and our certificate of insurance and a contact number for OFSTED.
- Mac's Club policies can be located in the policies folder by the signing sheet. This covers our policies on Inclusion, behaviour, safeguarding, Accident and sickness, Late collection, health and safety etc, please familiarise yourself with these as we have these in place to make the environment fun and safe for your child/children.
- Just a reminder for those attending **Breakfast and Afterschool**, we serve breakfast up until **8.05am at Highfields and 8.15am, at Chellaston and Castleward.**
- For those attending **Breakfast and Afterschool at Highfields Spencer** we leave at **8.25am**, as we serve many different schools, so please arrive before this time if you require us to take your child to school. If you are arriving at **8.25am** please ensure your child has had breakfast.
- **Breakfast and Afterschool - Payments should be made monthly in advance. Unfortunately, if your child is unwell and cannot attend or misses the session (for whatever reason) once booked within that billing month we are not able to refund fees (even if the fees are late they will still be due). However, you are able to make changes to the days booked for that billing month as long as we receive at least a week's notice.**

- **Holiday Club – Payments should be made in advance. Unfortunately, if your child is unwell and cannot attend or misses the session once booked (even if payment is late) we are not able to refund fees (please see the cancellation policy below).**
- **As a small club, can parents please ensure that your bill is paid when due as late payment will attract a £10.00 late fee. This applies to both holiday club and breakfast and afterschool.**
- **Breakfast and Afterschool - Please note that we will need 4 weeks' notice for holidays in term time to ensure you are not charged for your child's place. This will include inset days, these must be published by the school four weeks prior to the day in order that fees are not incurred.**
- **Breakfast and Afterschool - If you wish to cancel your place with Macs Club, then you will need to provide 4 weeks written notice to cancel. Payment will be required as normal in the notice period.**
- **Holiday Club - If you reserve a place at the holiday club and you wish to cancel. You will need to give 7 days' written notice, prior to the start of the booked session to cancel the place to avoid being charged for the days booked. If your child misses the session for whatever reason and notice has not been given as above, then payment is still required.**
- **Please note that the club opens at 6.45am and closes at 6.00pm. If you are running late please contact **07930 225 103 to advise staff**. If you fail to advise the staff that you are running late then a late payment charge will be applied. If parents are persistently late without informing the club then your child may lose their place.**
- **We would also ask parents to please advise if they do not require the club to pick children up on booked days on **07930 225 103 Highfields - 07359 100 963 – Chellaston and Castleward - 07494626333** , this is to avoid us attending a school/collecting your child if we do not need to.**
- **Mac's Club has a **four star** food Hygiene rating and are **OFSTED rated GOOD****