

4.4 COVID 19 GLOBAL PANDEMIC

Drop off and pick up

- Normal procedure has been resumed

Hand over information

- Normal procedure has been resumed

Entering The Ark Centre

- Everyone entering The Ark will be required to use the hand sanitiser provided

Children's belongings

- Normal procedure has been resumed

Snack

- Normal procedure has been resumed

Washing Hands

- All children will be supported to rub their hands with hand sanitiser before entering The Ark Centre.
- Frequent hand washing will be conducted throughout the session.

Soft toys and furnishings

- Normal procedure has been resumed

Disinfecting and Cleaning

- Normal procedure has been resumed

Social Distancing

- Normal procedure has been resumed with staff, parents and children
- We will aim to social distance from visitors

Staffing

- Due to COVID 19 there may be occasions and some sessions where we are unable to have 1:1 staffing ratios.
- In the case of reduced staffing we will follow our usual groups procedure which the government guidelines still allow us to follow. Each child's targets will still be run every session and the centre will not open without a high staffing ratio.

What happens in the case or suspected case of COVID 19?

The main symptoms of COVID-19 are a recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

Child showing symptoms on site

- The child will be sent home immediately.
- While the child is waiting to be collected, they should be separated from their group and isolated with the member of staff that has been with them that session.
- PPE should be worn by the staff member and where possible a distance of 2 metres should be maintained from the child who is symptomatic and awaiting collection.
- Gloves, an apron, eye protection and a facemask should be worn.
- Once the child has left the setting, staff should follow 'Cleaning of non-healthcare settings policy' to ensure areas they have been in are disinfected and any PPE and other waste is disposed of safely.
- Upon leaving the centre the child and family should (but not mandatory) seek a COVID test and should self-isolate until the results are back or no longer showing symptoms.
- All staff and clients should be informed that a member of the centre of a possible case so they can be extra vigilant.
- We have a right to refuse a child in entering The Ark if we feel they are displaying symptoms.

Staff member showing symptoms on site

- The staff member should leave immediately while observing social distancing of 2 meters.
- Once the staff member has left the setting, the children will be supported to continue in a group format. Extra staff should follow 'Cleaning of non-healthcare settings policy' to ensure areas they have been in are disinfected and any PPE and other waste is disposed of safely.
- Upon leaving the centre the staff member should (but not mandatory) seek a COVID test and should self-isolate until the results are back or no longer showing symptoms.

Child or staff member showing symptoms off site

- Children and young people with COVID-19 should not attend their education setting while they are infectious. They should take an LFD test from 5 days after their symptoms started (or 5 days from the day their test was taken if they did not have symptoms) followed by another one the next day. If both these test results are negative, they should return to their educational setting if they normally attend one, as long as they feel well enough to do so and do not have a temperature.
- If a test is not being taken, we ask that the person remains home for 5 days after their symptoms started and until they no longer have a temperature and feel well enough to return.
- The Ark Centre should remain open and sessions should continue

Member of child/staff household develops symptoms

- Where a member of a child/staff members household develops symptoms of COVID the staff member or child are no longer required to isolate or test