

## Treehouse Club 2020-21

July 2020

Dear Parents and Carers,

We are planning to re-open the Treehouse Club in September for the Autumn term and were waiting for government guidance on if and how 'wraparound' childcare can work in schools.

The government guidance which we received on 1<sup>st</sup> July states that schools should organise their children into consistent bubbles during the school day, but also states that 'wraparound' care provision can accommodate children from across the different bubbles that they have been in during the school day as long as the group in the childcare setting is '**small and consistent**'. The consistency will extend to staffing and the need for other control measures, including cleaning between each session.

Having been through all the guidance about operating the club in accordance to the government recommendations the club will open as follows;

### **Group size**

The guidance states that the groups within wraparound childcare should be 'small and consistent' if children who attend will be in other groups during the school day. We are unable to staff 7 separate year groups and will therefore open the club with a maximum of 25 children as normal but operating in three smaller and consistent groups, utilising the community room and the school hall as necessary.

### **Risk Management**

The same risk reduction control measures which operate in school will be in place for the Treehouse Club. This will include hand washing on arrival and frequently throughout sessions. Spot cleaning of surfaces and the toilets will happen during sessions and a thorough clean will take place at the end of each session. Resources used in the club will remain in the club. The children will spend a lot of time outdoors during sessions.

Protocols will continue to be in place for the management of anyone who has symptoms of coronavirus. The school and Treehouse Club will be working with NHS Test and Trace and any outbreaks will be dealt with by Public Health England and the local health protection team who will advise whether the facility needs to close or not.

### **Opening times**

The club will operate **7.45am – 8.50am each morning**. This is because there will be new staggered start times for the rest of the school from September with classes starting between 8.20am - 8.40am HJS and 8.40am - 8.50am.

The club will operate **3.10pm – 5.45pm each afternoon**. Again, staggered pick up times from classrooms will be in place, beginning at 3.10pm [HIS] and 3.15pm [HJS]. The Treehouse Club will close at 5.45pm to enable the staff to be able to clean the room and equipment thoroughly. As the coronavirus situation changes and the need for 'thorough' cleaning, hopefully, diminishes we will be able to review and extend the operational hours to 6.00pm within the same fee structure.

### **Food/Drink**

Children will be provided with breakfast during the morning sessions and an afternoon 'tea' snack during the after school sessions. Children will be expected to wash their hands before eating and to sit in their groups during this time.

### **Fee Structure**

We will continue with set fees for Breakfast and After School Club [[e;ase note there is a slight increase this academic year]:

Breakfast session: £4.50

Afternoon Club until 5.00pm £8.50

Afterschool club until 5.45pm £11.00

Late collection fine after 5.45pm £5 per 15 minutes [children must be collected on time in order for us to clean and run the club safely.

### **Booking**

If you have not already done so and you wish to use the facility for the coming academic year, please complete the booking information attached. This includes 2020-21 Terms and Conditions which you will need to sign and the safeguarding forms. These will need to be returned to Mrs Becky Cooper [finance@hartfordinfantschool.org](mailto:finance@hartfordinfantschool.org) by **Thursday 3<sup>rd</sup> September 2020**. This will secure your booking. If we receive bookings for more than 25 children, we will allocate them on a first come, first serve basis in the order in which we receive the completed booking forms. **If you wish to book but are unable to print the form out, please provide the information on the form within an email to Mrs Becky Cooper** [finance@hartfordinfantschool.org](mailto:finance@hartfordinfantschool.org)

Please be advised that we contacted previous users of the club during lockdown [Tuesday 5<sup>th</sup> May] before emailing this information out to the rest of the school community.

Payment needs to be on receipt of the invoice, which is sent within the first 2 weeks of each half term. Any current balances on Treehouse Club will be carried forward into the new academic year [ this includes credit and those in debt].

### **Finally**

Thank you for your understanding and support at this difficult time. The situation will be under continual review over the coming year, in accordance with government guidance. If the club has to close at any point in the year due to Covid-19 break out or lockdown we will inform you as soon as possible.

Best regards,

Georgina Young