

# Bisley Base Ltd

## Important update information; Holy Trinity School

15<sup>th</sup> July 2020

Dear Parents and Carers,

We have important information for you for September and the way we are going to operate our after school club.

The Government has announced that we can return to offering our service within the guidelines set out by the DFE for the wraparound care from September. We have spoken with Holy Trinity who have said at this time they have no issue with us collecting as usual from the school car park.

### After School Club

Year 3 - 6 will come to the car park as they have always done, children from year 2 will come to the car park once their teacher has seen us and know we are ready for them. For reception and year 1 children I am waiting for guidance from the school on how they will be released to us. Children will be asked to anti bac when getting on the bus and sit in year groups or with a sibling where possible. When the children are on the minibus, they will **not** be required to wear a mask unless parents specifically request it. It is not currently a requirement. The staff will wear a mask if assisting with seat belts as we must get close to achieve this. The minibus will be sprayed with an antibac spray after every use.

Once back at the BASE and within the building we are going to keep Bisley children and Holy Trinity Children separate for the time being unless we get any guidance updates. We can achieve this by using the front of the building for Bisley and the rear of the building for Holy Trinity this is the door Holy Trinity will use when they get to the BASE. Each school having access to their own toilets and hand washing facility along with their own entrance and exit points. They will eat their tea in these separate areas. We will be asking if possible, for children to be collected by 5.45pm as each day we must thoroughly clean and disinfect plus clean any toys the children have used.

### Keeping children, staff and parents safe.

To try and keep everyone safe from any transfer of infection we are asking that parents stay outside the building on drop off and collection. Children will be asked to anti bac their hands before entering and wash hands before and after eating. We will have regular times to wash hands and anti bac stations around for children to access when moving about the setting. Staff will adopt the same approach and lead by example.

### Equipment and toys

We will only have toys out that can be cleaned easily and limit the quantity, so we know exactly what has been played with ready for cleaning at the end of session. Outdoor and garden equipment will be available and will be sprayed at the end of every day. Craft will be available in each space as the craft room will be for Holy Trinity children and not a designated craft area until further notice.

*Thank you for your support and patience please message me with any question you may have.*

Lynda