

## **Ecclesall Kids Club**

### **5.8 Notifiable/ pandemic Disease Policy**



#### **Infection Control**

We will limit the risk of catching or spreading infections at the club by:

- Regular hand-washing
- Minimising contact between our hands and mouth/nose
- Covering nose and mouth when coughing or sneezing; using a tissue when possible, and disposing of the tissue promptly and carefully (bag it and bin it)
- Encouraging the children at the Club to follow the guidance above
- Instructing staff to remain at home if they are unwell
- Keep areas well ventilated

At Ecclesall Kids Club we will promote infection Control through the methods above and in addition we will:

- Display posters and information to promote infection control
- Ensure that adequate supplies of cleaning materials are available within the Club
- Dispose of waste promptly and hygienically
- Clean hard surfaces (e.g., door handles) with sanitizer regularly
- Provide tissues and suitable facilities for their disposal.

#### **Closure**

In the event of closure, the Committee and Managers will notify parents or carers as soon as possible. The manager will also inform Sheffield's safeguarding Children's Partnership as well as other relevant parties. The manager will also notify Ofsted of the closure. The committee will make decisions on credits and refunds to parents that may be offered in line of our Booking Policy clause on Force Majeure. Current Government Guidance on statutory requirements will be applicable in relation to Staff pay and terms and conditions for sickness and isolation. Additionally the Committee may choose under certain circumstances to implement additional local arrangements and staff pay in addition the statutory guidance.

#### **Advanced Planning**

In preparation for dealing with a pandemic disease, Ecclesall Kids Club will ensure that all contact details for staff, children and parents are up to date.

We will prepare a notification for parents (and staff), so that can be distributed immediately (via Magic Booking for parents) if this is required e.g., the club needs to close due to staffing levels but the school does not. The local HPT and PHE provide templates but this would always be done in consultation with the school and the advice they are receiving to ensure communications are joined up.

Ecclesall Kids Club will regularly update its information regarding pandemic diseases, by checking the latest guidance from DFE and the local authority, and will inform parents and staff of any changes to our emergency plans.

### **Useful Contacts**

Yorkshire and the Humber HPT

Dr Andrew Furber, Centre Director  
Blenheim House  
West One  
Duncombe Street  
Leeds  
LS1 4PL

Telephone: 0113 386 0300

Out of hours advice 0151 9091219

Ofsted: 0300 123 1231

This policy was adopted by: <i>Ecclesall Kids Club</i>	Date: 6/3/20
Reviewed: 17/06/24	Signed: <i>Ecclesall Kids Club Committee</i>