



South Gloucestershire Council  
**Longwell Green Primary School**  
 Ellacombe Road, Longwell Green, Bristol, BS30 9BA  
[www.longwellgreenprimaryschool.co.uk](http://www.longwellgreenprimaryschool.co.uk)  
[enquiries@longwellgreenprimaryschool.co.uk](mailto:enquiries@longwellgreenprimaryschool.co.uk)  
 Tel: 01454 866460

Headteacher: Mr D Brown

.....putting Every Child Matters into Action

14th July 2020

Before and After school club, September re-opening.

Dear Parents and Carers,

Thank you for our patience on the above. Nothing in Covid times is ever as straightforward as you might think. However, we are really pleased to be able to announce that both our before and after school clubs will begin again from Tuesday 1<sup>st</sup> September, to coincide with school re-opening.

**Breakfast club** usually runs from 7:45am-8:45am. 7:45am – 8:45am costs £2.50 (plus breakfast), 8:30am – 8:45am costs £1 (no breakfast is available after 8.30). Payment for Breakfast Club must be made through the online payment system - <https://eduspot.co.uk/product/schoolmoney/> - no cash will be accepted. Until we have a full re-opening, we will run the same start time, and your child will be cared for until their class entry timeslot.

Key items to know:

- No parents or carers will be allowed into the building.
- Food – will be served by a dedicated cook who will wear gloves etc.
- Toys will be cleaned with the same frequency as classroom items, which is daily. There will be no soft furnishings (no dens for the time being, sorry!).
- Hands will be washed on arrival to school, before and after eating and before entering their classroom. This will be in a dedicated space that will be cleaned before and after others use it.
- Breakfast club staff will know the class that each child is in and be ready to send them at the correct time. Pupils will be issued stickers to help with this.
- All booking and paying need to happen on line, there will be no money handling by staff.
- The only money will be for buying breakfast and this will be handed to a staff member wearing gloves. Ideally the correct money.

**After school club**

Until fully opening, the club will run Monday-Friday from the end of your child’s school day (this could be as early as 2.45) until 5:30pm, you are welcome to collect your child at any time. It costs £10 per session (£7 for siblings), we also accept tax free childcare vouchers to pay for after school club. Please contact the office for more information. Bookings should be made via School Money online payment system <https://eduspot.co.uk/product/schoolmoney/>. On the day bookings need to be made via the School Office.

- Children will be brought to the club by the class teacher or TA, except in the case of older children (KS2) unless they need support.
- Children will wash their hands before joining the club, before and after eating and they will be sanitised before leaving to go home. As above there will be dedicated toilets to do this in, cleaned before and after the club use.
- We will serve food. For the short term, this will be self-contained food only (in wrappers or fruit) not toast for the time being (due to potential adult contamination).



- Club held solely in the library and outside. Pupils cannot use outside equipment or OPAL items yet.
- Toys / equipment will be cleaned at the end of each day where possible or put into a quarantine rotation.
- The system of leaving is robust and will stay the same – please use hand sanitiser before using the buzzer. We will provide hand sanitiser for your child to speed up cleaning before going home, but we recommend that you wash hands on entry to your house to be safe.

PPE and cleaning supplies will be provided for all staff, and will be used when cleaning and in the same way it is used in school, mainly in response to an illness or the need to support with intimate care, be that an injury or a toilet need for example.

### **What if there is a case or a suspected case in one of the clubs?**

If there is a suspected case of Covid, both clubs will follow the procedures as set out for the entire school.

We need to stress that this will mean that your child could be in up to 3 bubbles; their own class, Breakfast and After school Club. We cannot run separate clubs for each class, or indeed for each Key stage, as the numbers do not allow this.

If there is a confirmed case within any of these bubbles, your child and your family will need to follow the lockdown advice as will be issued by Public Health England (South West) PHESW.

By using these clubs, you acknowledge this slight increase in risk of your child coming into contact with somebody with Covid but the increase is slight.

For those concerned about the impact on other bubbles – the advice from the Local Authority in talks with PHESW is that this would be classed as a “contact of a contact”. To illustrate this, say the teacher in your child’s class has a confirmed case of Covid, they and the entire class would need to lockdown for the prescribed length of time. If your child has also been to Brownies, the Brownie troupe *will not need to lockdown* (unless your child also tests positive) because the other Brownies had not come into contact with the infected person, who in this scenario was the teacher. The same applies to the clubs.

We have tried to make this as straightforward as possible for everyone, with the knowledge that we are trying to support families returning to work and normality. We can only run this provision when we have the staff (appropriately trained and well) to run it. Just like with school, we may be forced to close some aspects if we have a spike, if we ‘use up’ all of our available staff / staff become ill (not just with Covid, sometimes staff are just ill – although we are lucky, it does not happen too often with staff in Longwell Green), or if we are told to.

Please note that the same level of stringent measures have been put in place for these clubs as for the school day. For more information, please do read the Risk Assessment for September, which is written and being cross checked through various teams to ensure that everything has been covered and will be on the website no later than Friday.

At Longwell Green, we want to help you all and will try our hardest to do so. This is why we were adamant to get this information out to you as soon as we possibly could.

Please do contact school if you have further questions.

Kind regards,

D Brown and everyone at Longwell Green