

Total Sports Holiday Camps

Health and Safety



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Venue Name



Cleaning product	Location in school
Tissues	In every classroom used/staff room
Disinfectant for equipment	Staff room/Locked room away from children
Hand sanitizer	Outside every entrance to site/In every classroom used/staffroom/every space which will be used by children and staff
PPE	In classrooms/staff room
Wipes/disposable cloths	In every classroom used/staff room
Soap	In every classroom used/toilets used/staffroom
Disposable gloves	In every classroom used/staffroom
Bin bags	In every classroom used/staffroom/In every space and area used
First Aid Kit	Staffroom/Every classroom if enough provided



What safeguards are in place at our venue to ensure your child is safe?

- Children are kept in their bubbles all day and week, these bubbles are limited to 15
- It will be incredibly rare to accept another children into the bubble when the week has begun
- Children will be reminded of the rules on hand cleaning and social distancing throughout the day
- Children will be made aware of social distancing rules before an activity begins
- Our 20 point cleaning routine will be conducted 4 times a day and will be signed off each time
- Hand sanitizers and tissues are available throughout the venue for the whole day
- The classrooms which the children will start and end the day in will not be changed all week. No children from other bubbles will be allowed in these classrooms
- Children will use different toilets to other bubbles and these will be cleaned throughout the day
- All cleaning products will be kept away from children in locked areas
- All classrooms and areas used in the venue will be thoroughly cleaned at the end of each week and day
- If a child persistently breaks social distancing rules on purpose their parents/guardians will be informed and the child will be given a warning

What happens when I arrive to drop my child off and to collect them?

- Entrances and exits will be clearly signposted alongside Covid-19 safety information
- Hand sanitizer will be ready for you and your child to use before you enter/leave your venue
- Only arrive when it is your slot to do so-If you arrive early please stay in your car or outside of the school site until it is your slot
- Please enter the venue with the least amount of people as possible (If you have an elder sibling coming with you for example don't allow them to enter)
- Markers will be clearly visible where you should stand when dropping off and collecting your child-These will be spaced according to current social distancing measures
- The camp manager for your venue will greet and welcome you and your child, they will then direct them to the classroom which they will be based in for the week
- There will be a clear one-way system in place so parents & children aren't moving in close proximity to one another

What safeguards are in place during the day to ensure my child is safe?

- When in classrooms children will be reminded of social distancing and Covid -19 safety procedures
- All equipment used by children (Sports/arts and craft etc) will be thoroughly cleaned throughout the day and won't be used by other bubbles
- Children will be in their bubbles throughout day including during sport activities and lunchtimes
- Coaches will stay with their bubbles throughout the day
- Outdoor activity is favored and safer and this will be utilized when the weather allows
- All of our sports activities will promoted social distancing and have been designed to limit cross contamination
- During lunch and snack times children will wash their hands before and after, they will also stay in their bubbles throughout this and not mix with others
- Lunch times and snack times will be staggered, children will sit socially distanced
- Food/drinks will not be shared

What happens if a child or staff member shows Covid-19 symptoms during the day?

- The child/staff member will be immediately isolated by coaches and taken to a designated room away from other children. Their parents will be contacted immediately so they can be collected and removed from the venue
- PPE would be worn by staff dealing with the child at all times
- Once the child/staff member has been collected, areas and surfaces that have come into contact with the ill child will be deep cleaned before other children re-enter the space
- If the child/staff member tests positive for Covid-19 the rest of their bubble will be sent home to self-isolate for 14 days

Total Sports Holiday Camps Venue Specific Guidance

Headlands Primary School

Entrance/Exit

- Enter and exit via the main gate located on Oak Tree Lane
- If you are dropping off please wait on the markers on the path next to the bike sheds
- The camp manager will be in front of the black KS1 gates to greet you and your child and sign them in
- Once you have dropped your child off at the KS1 gates please head right towards the school and then exit via the car park or via the gate which you entered in if it is clear

Hand sanitizer

- Hand sanitizer will be located at the entrance of the school gates for you and your child
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp we will be using the Year 3/4 classrooms
- Once you have signed your child in they will proceed through the black KS1 gates and across the KS1 playground. They will turn right around the rear of the nursery building, through the nursery gates and then onto their designated classroom (This will all be marked with clear signage)

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via external fire doors to reduce the risk of mixing with other bubbles
- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children

- Enter the school via the same gate as the start of the day-Please use hand sanitizer before doing so
- The camp manager will be at the black KS1 gates and will assist you
- Please exit in the same way as you did this morning-Turning right towards the car park and then out through either the car park or the entrance gate if clear

Total Sports Holiday Camps Venue Specific Guidance

Huntington Primary School

Entrance/Exit

- Enter and exit via the main red car park gate located on Garth Road
- If you are dropping off please wait on the markers on the path to the left of the school-Please don't block the entrance/exit gate
- The camp manager will be clearly positioned along the path to greet you and your child and sign them in
- Once you have dropped your child off head out of the school via the entrance which you came in following the path set out which ensures you don't come in contact with people waiting

Hand sanitizer

- Hand sanitizer will be located at the entrance of the red gates-please use as you enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using the Year 1/2 and EYFS classrooms
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via the fire exits which lead directly onto the field

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via external fire doors to reduce the risk of mixing with other bubbles
- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children

- Enter the school via the same red gate as the start of the day-Please use hand sanitizer before doing so
- The camp manager will be clearly positioned along the path to assist you in collecting your child
- Please exit in the same way as you did this morning-heading back towards the red gates ensuring you stick to the exit path placed out

Total Sports Holiday Camps Venue Specific Guidance

Archbishop Holgate School

Entrance/Exit

- Enter and exit via the main car park and head to the English block
- If you are dropping off please wait on the markers on the path to the left of the school hugging the main building
- The camp manager will be clearly positioned in front of the automatic doors entrance (Inside if raining) to greet you and your child and sign them in
- Once you have dropped your child off they will head into the building and to their designated classroom. Please head towards the car park avoiding going backwards towards the main school and where waiting people are

Hand sanitizer

- Hand sanitizer will be located at the automatic glass door entrance to the English block-please ensure your child uses as they enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using 3 classrooms located inside the English block
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via a large corridor with classrooms being well apart

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via the large corridor
- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children

- Please wait to collect your child on the markings which hug the school



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- The camp manager will be clearly positioned in front of the glass automatic doors at the front of the English block and they will assist in bringing your child to you
- Please exit in the same way as you did this morning

Total Sports Holiday Camps Venue Specific Guidance

Manor C of E

Entrance/Exit

- Enter and exit via the gates to the right of the school, heading towards the sports hall entrance
- If you are dropping off please wait on the markers on the path to the left of the sports hall entrance-Please don't block the entrance/exit gate
- The camp manager will be clearly positioned outside of the sports hall entrance to greet you and your child and sign them in
- Once you have dropped your child off head out of the school via the entrance which you came in following the path set out which ensures you don't come in contact with people waiting

Hand sanitizer

- Hand sanitizer will be located at the entrance of the black gates-please use as you enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using the dance studio and sports hall
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via the fire exits which lead directly outside

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via external fire doors to reduce the risk of mixing with other bubbles
- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children



- Enter the school via the same black gates to the right of the school as the start of the day-Please use hand sanitizer before doing so
- The camp manager will be clearly positioned outside of the sports hall entrance to assist you in collecting your child
- Please exit in the same way as you did this morning-heading back towards the black gates ensuring you stick to the exit path laid out
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Total Sports Holiday Camps Venue Specific Guidance

Knaresborough King James

Entrance/Exit

- Enter and exit the classrooms located at the base of the car park opposite the tennis courts
- If you are dropping off please wait on the markers on the path to the left of the classrooms
- The camp manager will be clearly positioned in front of the classroom access ramp
- Once you have dropped your child off head towards the school and exit via the main car park gate

Hand sanitizer

- Hand sanitizer will be located at the beginning of the classroom access ramp-please use as you enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using the PSHCE classrooms
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via the main classroom entrance and fire exits which lead directly outside

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via external fire doors to reduce the risk of mixing with other bubbles
- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children



- Enter the school via the same car park gate entrance and wait on the distanced markers to the left of the classrooms
- The camp manager will be clearly positioned in front of the access ramp
- Please exit in the same way as you did this morning-heading back towards the car park exit gate

Total Sports Holiday Camps Venue Specific Guidance

Rossett

Entrance/Exit

- Enter and exit via the sports centre gate located in the sports centre car park and near the AstroTurf
- If you are dropping off please wait on the markers on the path to the left of the sports hall- Please don't block the entrance/exit gate
- The camp manager will be clearly positioned in front of the sports hall gate to sign your child in and direct them to their classroom
- Once you have dropped your child off head out of the school via the entrance which you came in following the path set out which ensures you don't come in contact with people waiting

Hand sanitizer

- Hand sanitizer will be located at the entrance of the sports centre gate -please ensure your child uses as they enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using the PE classrooms located above the sports hall
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via the stairwell and which will be signposted

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via the staircase which will be a separate one to the other bubble



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- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children

- Collect your child from the sports hall gate which you dropped them off at-Please wait on the distanced markers and the camp manager will assist you
- The camp manager will be clearly positioned in front of the gate to assist you in collecting your child
- Please exit in the same way as you did this morning

Total Sports Holiday Camps Venue Specific Guidance

Rufforth Primary School

Entrance/Exit

- Enter and exit via the main gateway located on Wetherby Road
- If you are dropping off please follow the path marked out towards the rear of the school
- The camp manager will be clearly positioned along the path to greet you and your child and sign them in
- Once you have dropped your child off head out of the school via the entrance which you came in following the path set out which ensures you don't come in contact with people waiting

Hand sanitizer

- Hand sanitizer will be located at the entrance of the main gates-please use as you enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using the Year 3/4 and reception/Year 1/2
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via the fire exits which lead directly onto the field

Inside the school

- Your child will be in the same classroom every day of the week and will access the classroom via external fire doors to reduce the risk of mixing with other bubbles



- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children

- Enter the school via the same main gate entrance located on Wetherby Road and head towards the rear of the school-Please sanitize your hands again before entering
- The camp manager will be clearly positioned along the path to assist you in collecting your child
- Please exit in the same way as you did this morning-heading back towards the main gates

Total Sports Holiday Camps Venue Specific Guidance

Poppleton Ousebank Primary

Entrance/Exit

- Enter and exit via the red main gates located on Main Street, to the left hand side of the school building
- If you are dropping off please wait on the markers on the playground-Please don't block the entrance/exit gate
- The camp manager will be clearly positioned on the playground
- Once you have dropped your child off head out of the school via the entrance which you came in following the path set out which ensures you don't come in contact with people waiting

Hand sanitizer

- Hand sanitizer will be located at the entrance of the red gates-please use as you enter
- Hand sanitizer will be located in every classroom/toilet/space used at the venue

Classrooms

- Throughout the camp will be using the Year 4 and Year 2 classrooms
- Once you have signed your child in they will proceed towards their designated classroom for their bubble which is accessible via the fire exits which lead directly onto the field/playground



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- Your child will be in the same classroom every day of the week and will access the classroom via external fire doors to reduce the risk of mixing with other bubbles
- Your child will use specific toilets for their bubbles which will be shown to them by their coaches
- Children will eat their pack lunches in their classrooms or on the field if weather permits

Collecting your children

- Enter the school via the same red gate as the start of the day-Please use hand sanitizer before doing so
- Please wait on the markers which are distanced on the playground
- The camp manager will be clearly positioned on the playground to assist in handing your child back to you
- Please exit in the same way as you did this morning-heading back towards the red gates ensuring you stick to the exit path laid out



SITE SAFETY



Wash your hands
regularly



Avoid contact



Keep a safe distance
of at least 2 metres



Avoid touching
your face



Cough or sneeze into
the crease of the elbow
or in a tissue



Stay at home if
you are ill



How to wash your hands



1

Wet your hands under warm water and apply enough soap to cover all hand surfaces.



2

Wash hands and forearms. Work lather over all parts of the hands.



3

Wash thumb, areas around the thumb and wrists, and between the fingers.



4

Wash hands for at least 30 seconds.



5

Rinse thoroughly. Remove all traces of lather.



6

Dry hands with disposable towel. Turn off the tap with the towel and then throw it away.



CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as possible.





