

DWL Pandemic Flu & Covid-19 Policies

This document is 4 pages long. Created 16th July 2020. Updated 8th September 2020.

Dancing With Louise (DWL) recognises the importance of advanced planning in order to maintain services and limit the spread of pandemic flu within our setting.

Please see our specific DWL Covid-19 Policy towards the bottom of this policy.

Flu is a viral infection, spread from person to person by close contact. Symptoms may include:
Sudden Fever, Sudden Cough, Headache, Tiredness, Chills, Aching muscles, Limb & Joint pain, Diarrhoea or Stomach upset, Sore Throat, Runny nose, Sneezing, Loss of appetite

Any child who becomes ill with symptoms which could be pandemic flu while at DWL will be isolated from the other children until the child can be collected by his or her parents. DWL will remain open but parents and staff will be informed, especially those in high-risk groups.

Any children or staff who are experiencing symptoms of pandemic flu should stay away from DWL until all symptoms have passed and they feel well.

Covid-19 Guidelines is 14 days isolation from beginning of symptoms.

Infection control

The flu virus is spread by:

- Infected people passing the virus to others through large droplets when coughing, sneezing, or even talking within a close distance (one metre or less).
- Direct contact with an infected person: for example, if you shake or hold their hand, and then touch your own mouth, eyes or nose without first washing your hands.
- Touching objects (e.g. door handles, light switches) that have previously been touched by an infected person, then touching your own mouth, eyes or nose without first washing your hands.

The virus can survive longer on hard surfaces than on soft or absorbent surfaces.

We will limit the risk of catching or spreading the flu virus at DWL by:

- Regular hand-washing
- Minimising contact between 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 DWL to follow the guidance above.
- Instructing staff to remain at home if they display any relevant symptoms, or sending them home if they first display symptoms while at work.
- Take temperature on arrival of everyone. They will be sent home if have a temperature and only allowed back when tested negative - please see Covid-19 policy below.

At DWL 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 DWL.
 - Dispose of waste promptly and hygienically.
- Clean hard surfaces (door handles, chairs, tables) with sanitizer regularly.
 - Provide tissues and suitable facilities for their disposal.

Closure

- The latest scientific advice is that closing individual settings is of limited benefit in stopping the spread of the disease. However, there may be some occasions when we will have to consider temporarily closing DWL because we have too few unaffected staff to run sessions safely. If this occurs we will run classes remotely through Zoom.
 - DWL will also have to close if advised to do so by the local authority in the interest of safeguarding the children in our care.
 - In the event of closure, the manager will notify parents or carers as soon as possible. The manager will also inform the local childcare information service as well as other relevant parties, e.g. visiting staff, other users of shared premises, etc. The manager will also notify the local council of any localised outbreaks.

Advance planning

- In preparation for dealing with a pandemic disease, DWL will ensure that all contact details for staff, children and parents are up to date.
- We will prepare letters of notification for parents and staff, so that they can be distributed as soon as an outbreak occurs.
- We will endeavour to build a bank of relief or supply staff who are able to provide cover should

staffing levels fall below the required legal minimums.

- Any relief staff will be DBS checked at the time of joining our team, so that they are legally able to work with children should the situation arise.
- DWL 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.

Further General COVID-19 specific guidelines

REDUCED CAPACITIES - Group sizes will be kept to a maximum of 15 children or less, depending on room size.

ENHANCED CLEANING - Each room will be sanitised at contact points between classes, dance spots or gym mats as required and the whole floor if required.

HAND CLEANING – Hands must be sanitised on entry to the venue. Hands must be sanitised before proceeding to a second class. Hands MUST be washed for 20secs before eating.

CONTACT FREE DROP OFF & COLLECTION – Please refer to Autumn 2020 email.

DWL SPECIFIC COVID-19 POLICY

BEFORE CLASS:

- COVID-19 Questionnaire to be sent to parents before the start of class. This must be returned at the first lesson of term to the Branch Manager.
 - If children are showing any signs of illness, they must not attend class that day.
- If anyone in the family has tested positive for COVID-19, the child must not attend class that day.
 - Please ensure you have purchased the necessary uniform for you/your child.

ARRIVAL AT CLASS:

- Staggered arrival and exit times (you will receive your individual schedule in due course)
- Pupils and parents/carers must queue outside at a 2 metre distance and remain socially distant.
 - Children will be directed through the main door where they will have their temperature taken and given hand sanitiser. They will then be shown the way to class or younger pupils will be taken by their teacher/helper.
- We advise that as many people as possible park in the surrounding areas and arrive on foot due to the large amount of cars and traffic expected and we ask you to be mindful of residents.
 - No adults, except DWL staff will be allowed to enter the school building

- Once you have dropped off your child/children, please leave the site immediately. Please do not gather with other parents.
- One-way system on entry and exit of the venue. Children will not be allowed to enter or leave the venue without a chaperone.

Guidelines and best practices to be updated and reviewed regularly in line with government and governing bodies. Risk assessments shall be reviewed in accordance with guidelines at the time of the activity taking place.

The above lists represent many of the protocols that we have implemented but additional measures may be added or removed in line with government advice. These measures will be strictly adhered to and families must cooperate as we adapt. We strongly believe that these measures will keep all our children, coaches and parents safe during this pandemic, however we are unable to guarantee that all risks have been eliminated.

Further T&Cs in response to Covid-19:

- If your child shows symptoms of COVID-19 whilst at class, they will be placed in an isolation room and accompanied by a staff member who will be in full PPE
- The parent shall be notified immediately, and the child will be collected at the earliest possible time
- No insurance companies are offering coverage for COVID-19 and as such we will not be able to offer a refund if your child falls ill and has to miss class. However, we reserve the right to give you credit for classes the following term
- If someone in your class has a confirmation of COVID-19 themselves or a house member, then we will notify you as soon as possible. There should be no need to isolate due to social distancing.
 - If the child is unable to attend DWL due to falling ill with COVID-19, DWL will endeavour to provide online zoom class during the regular scheduled time. There are no refunds available.
 - If any members of a child's family start showing symptoms of COVID-19, the child should not attend class and we will endeavour to provide online zoom class during the regular scheduled time.
- If the child has been outside the United Kingdom within 2 weeks of attending class, government guidance at the time must be followed and DWL management notified prior to camp starting.