

*Together we can make a difference*

09.07.20

Dear Parents and carers,

**Summer Holiday Club 2020**

For the eighth successive year we are running summer holiday clubs for children in years 1 – 6.

This year due to the CoVID-19 pandemic we are targeting families to take part in this.

We will be running holiday club at Madron Daniel C of E Primary School. We will have space for up to 30 children organised into 2 bubbles of 15 children in each bubble.

**We are only able at the moment to offer 2 days of Holiday Club on Monday and Friday of each week. This is because our usual source of grant funding has not been able to provide as much support this year due to the impact of CoVID-19. We are currently actively pursuing other sources of funding and may be able offer a 3rd day on Wednesday each week. We will ofcourse let you know if this works out.**

**We will be following the school’s protocols for Health and Safety and your child’s safety is our first priority in all activities and organisation of this Summer’s club.**

**How will we keep your child safe?**

We have carried out an extensive and thorough risk assessment. Below is a summary of the measures we can control to make the school as safe as possible.

We need you to work with us on these measures as the safety of the children and staff coming back to school is a collective responsibility.

* We will be checking with you each day that your child is well. No child will be allowed to attend Holiday Club if they are displaying **any** symptoms of **any** illness.
* We will also be asking you if anyone you live with is displaying symptoms and your child will not be able to attend the setting if this is the case.
* We will be washing hands at the start of the day, before and after playtimes, before and after any snacks and at the end of the day. We will also be asking children to wash hands after they have coughed or sneezed.
* PPE will be worn by staff if a child develops symptoms of CoVid 19 while attending the setting and also for cleaning the isolation area after the child leaves.
* If your child wears a mask to holiday club then this **must** be removed and disposed of on entry to school. If you require your child to wear a mask while in school these must be provided by you in a zipped bag.
* All spaces used will have double lined lidded bins for tissues.
* All visitors MUST wash hands with hand sanitiser before entering the school and also wash hands on leaving.
* Parents **MUST NOT** enter the school building. Please email or phone with any queries. **Please not the office is not staffed during Holiday club but you can leave messages on the answering machine.**
* We will be spending most of the day outside. But in the 2 bubbles, social distancing measures will be put into place with desks set out 1m apart. All children will have their own set of equipment to use as needed. We will be limiting resources put out and these will only be used by these children and thoroughly cleaned each day.

***However, unlike older children and adults, early years and primary aged children cannot be expected to remain 2m apart from each other and staff at all times. In deciding to send your children to Holiday club you must take this into account****.*

* All toys, surfaces and tables will be thoroughly cleaned each day.
* Toilets – these will be cleaned regularly throughout the morning.
* We will, of course, inform you if any child or member of staff develops symptoms, tests positive to Covid 19 and the resulting action we would need to take.

**Organisation of ‘Bubbles’**

**We will have 2 bubbles in our holiday club.**

**Bubble A will start at 9:30am**

**And finish at 2:30pm**

**Bubble B will start at 10:00am**

**And finish at 3:30pm**

**You will be informed which bubble your child is in as we acknowledge receipt of your registration details and payment.**

**COST:£5.00 A DAY: *( £3.0O for children in receipt of free school meals OR Disability Living Allowance or more than one child attending holiday club)***

**Getting to the setting**

If possible please arrange transport for your child to and from the setting. There is maple parking space at Madron. Please wait outside the school grounds until the bubble leader collects your group. We will bring the children out to you at the end of the day.

**If needed we are able to provide transport from St Mary’s C of E Primary school to Madron Daniel C of E School each day.**

**Transport to Madron Daniel C of E Primary School:**

**Bubble A**

9:30am at St Mary’s C of E School

**Return transport from Madron**

3-00 from St Mary’s school

**Transport to Madron Daniel C of E Primary School:**

**Bubble B**

10:15am at St Mary’s C of E School

**Return transport from Madron**

3-45 from St Mary’s school

If you would like your child/children to attend then please complete the attached form and enclose payment by **Friday 17th July to Penlee Cluster.** All children must complete the attached form.

**This letter is on the school websites in word format and also on the Penlee Cluster site if you prefer to download and email back.**

More details about actual daily activities, change of clothes and swim wear etc. will be provided nearer the time and will be found on the Penlee cluster website and facebook.

Please return all forms with payment preferably cheque or card to:

Penlee Cluster or [secretary@st-marys-ce-pz.cornwall.sch.uk](mailto:secretary@st-marys-ce-pz.cornwall.sch.uk)

By BACS or by card at the first session.

Please be aware that there are limited places this year with preference given to children in FSM families and also children of key workers.

We look forward to seeing you there!

Yours sincerely,

Hilary Tyreman, head teacher

Revd. Sian Yates Team Rector Penlee Cluster

**Holiday Club registration form 2020**

Child’s name:

Parent/Carer:

Contact details – phone:

Contact details – email:

**My child will be attending:**

**Please tick each day your child will be attending**

Monday 27th July

Friday 31st July

Monday 3rd August

Friday 7th August

Monday 10th August

Friday 14th August

Monday 17th August

Friday 21st August

Monday 24th August

Friday 28th August

My child will need transport to Madron:

Yes

No

My child will need transport back to St Mary’s C of E School

My child has the following food allergies:……………………………….

My child has the following medical needs:………………………………….

My child is prepared to abide by the Code of Conduct: “ showing respect to other participants, staff and property.

My child is prepared to wear a provided holiday tee shirt when at the beach for safety reasons.

I give permission for photos of my child to be used:

Please tick if yes, cross if no

* On school and Penlee Cluster website
* In the press – first name
* In the press – first and surname
* Video on school and Penlee Cluster website
* I do not wish my child to be photographed

I give permission for my child to be transported on the school minibus

Yes

No

I enclose non returnable deposit of £5 per week : Amount ………..

I enclose the full amount : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

cheques to: Penlee Cluster

DATA PROTECTION 2018:

I am willing for my information to be kept securely and used for a calendar year so that I can be contacted about children related activities which are run.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ parent/carer

Please return By July 17th

St Mary’s C of E school or

Madron Daniel C of E Primary School