

	<p>session and reminded of current procedures and practice or any changes thereto. That will include escorting parents and children as necessary from the time they enter the premises, by invitation only, until the time they leave. They will meet hand over families in the car park wearing PPE and operating as below.</p> <p>3. Put on protective PPE of choice after sanitising hands, or masks or visors will be provided for use on session days. Visors to be labelled with user's name and to be reused at a future session after cleaning/ sanitising. A mask should be changed if it becomes damp or is touched. Thermometers will also be provided.</p> <p>4. Prepare hall to ensure families are socially distanced, by opening partitions half-way to create 3 "cubicles", one for each family but still visible to volunteers. Open windows if weather permits.</p> <p>5. Disposable gloves will be provided for cleaning and for handling, for example, cold water drinks in disposable cups in extremis – no other refreshments will be available.</p> <p>6. Doors, except for the toilets, will generally be kept open. All touch points and the family tables and chairs must be wiped with sanitiser before and after each session and so should anything else as soon as it is touched during any session.</p> <p>7. An up-to-date register will be kept for test, track and trace purposes and annotated with any information which might be relevant.</p>	<p>RISK rating Low</p>
<p>Resident parents – procedure when Centre reopens</p>	<p>1. Families to come at staggered times to avoid queuing or socialising. They should wait to be admitted. Only one family will be admitted at any one time and must use sanitiser on entry.</p> <p>2. Parents to wear their own masks when arriving & registering and at all times in communal areas, unless exempt from wearing one. That will need to be checked at reopening discussion.</p> <p>3. Their temperatures will be checked and they will be asked to sign the health questionnaire on arrival at every session they attend</p> <p>4. Social distancing will be encouraged between all in Centre - visitors and staff.</p> <p>5. Reminders will be issued about hygiene, children especially will be encouraged to sanitise their hands on arrival and before and after using the toilet.</p>	<p>All this applies at each session</p>

	<p>6. One parent only to attend. No-one else should come in unless they are specifically named on a Child Arrangement Order or prior permission has been given by the Centre.</p> <p>7. No waiting room facilities will be available. Resident parents should make their own arrangements elsewhere.</p>	<p>RISK rating low to medium</p>
<p>Rules for non-resident parent/visitors involved in contact when Centre reopens</p>	<p>1. Non-resident parent to wait outside until invited in at appointed time. They must sanitise their hands on arrival. They should wear their own mask which should be worn at all times when in the Centre except when with their children in the hall. No-one else should come on the visit unless they are specifically named on a Child Arrangement Order or prior permission has been given by the Centre.</p> <p>2. A room for visiting parents will be available to ensure that they can attend 15 mins before the session starts/ends.</p> <p>3. They, too, will be temperature checked on arrival and asked to sign the health form.</p> <p>4. No Centre toys, games or books will be available at the present time. Children may bring in some of their own to be contained in one bag only and must take them home again. They must not be shared with other families.</p> <p>5. Families should bring own snacks and drink with them for their own and child's use only. <u>None</u> will be available from Centre staff. All drink, food containers and rubbish to be taken away at the end of the session.</p> <p>6. Families should not leave their hall 'cubicle' without asking a volunteer on duty and then only to use the toilet. Parents should accompany their children and ensure they wash their hands and use the available sanitisers.</p> <p>7. Volunteers will escort visiting parent/other visitors to the exit at the appropriate time.</p>	<p>All this applies at each session</p> <p>RISK rating low to medium</p>