



## **Coronavirus Risk Assessment action plan and FAQs for Summer Scheme 2020**

The purpose of this risk assessment and FAQ's is to support and guide staff in preparing for face to face support via summer play scheme. This risk assessment and guidance has been prepared following National Guidelines for social care and childcare settings and remains subject to changes at short notice following updates from the Government/Department for Education (DfE) or Birmingham City Council (BCC).

### **1. Q. What will summer scheme look like? Will it be different to previous schemes?**

A. Yes we will be running less schemes than previously and for limited number of young people for a limited number of days. We aim to limit each scheme to a maximum of 5 young people. The hours per days will remain the same; 10am-3pm. Each play scheme group will be allocated according to abilities and needs of the young person.

Summer schemes are usually our busiest and most popular play scheme, however given we will be running less schemes for a limited number of young people due to Covid-19, families will be offered between 2 to 3 days. Unfortunately due to this we are unable to offer any additional days and spaces.

### **2. Q. How will RFA limit the risk of infection for my child?**

A. RFA have carried out a risk assessment (this is ongoing) ahead of re-opening so that we can put in place a comprehensive programme of measures to limit the risk to staff and young people (please see risk assessment attached). We appreciate that for some of our service users, maintaining social distancing will be a challenge, however, we will endeavour to maintain safe physically distancing where we can as possible. We are learning constantly from specialist settings and education providers who have delivered services throughout this pandemic. Some examples of actions we will be taking are listed below:

- smaller group sizes, scheme will have a maximum of 5 young people per group
- Rearranged setting – ensuring activities are spaces out as far as possible.
- Cleaning frequently touched surfaces, equipment and objects. Followed by a venue deep clean after each day.
- Cleaning hands more often than usual
- PPE is available for staff including surgical masks, face shields, aprons and disposable gloves
- Staff and young people will undertake temperature checks on arrival at scheme. Thermometers will be readily available throughout scheme.

### **3. What can I (parent/carer) do to help limit the risk of infection for my child and others attending scheme?**

- We ask that your child is in clean clothes for each day of scheme to reduce the risk of infection.
- We ask you to provide pre-prepared packed lunch/snacks. See question 11 for further information.
- Avoid bringing in personal items of your child such as toys etc.
- Be vigilant about symptoms of virus for your child and within the household.
- Encouraging your child to practice good hygiene
- Making sure RfA have your correct contact details
- Regularly communicate with us – keep us up to date

### **4. Q. Will Keyworkers be wearing PPE (Personal Protective Equipment)?**

Government guidance is that PPE is “not recommended”, other than for dealing with a child displaying onset coronavirus symptoms in their setting, or personal care of children which would usually require PPE.

- PPE is available for staff including surgical masks, face shields, aprons and disposable glove
- PPE to be worn when in sustained close proximity to a child, e.g. temperature screening, routine first aid, or intimate care

Staff may choose to wear PPE at other times, being mindful of the following:

- PPE is not a substitute for social distancing
- Surgical masks should not be worn for more than 4 hours consecutively

### **5. Q. What if my child develops Coronavirus symptoms during scheme?**

A. If during a scheme an YP becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home. If an YP is awaiting collection, they will be moved to a room where they can be isolated, with appropriate adult supervision if required. PPE to be worn by staff caring for the YP while they await collection. The specific scheme week will be suspended and all staff and young people will be asked to self-isolate and request to be tested. Please refer to government guidance.

**Do not to send your child to scheme who has been unwell or showing any symptoms in the last 7 days before your allocated scheme days.**

**6. Q. What if I (parent/carer) or someone in my household develops Coronavirus symptoms during scheme?**

Do not to send your child to scheme if you (parent/carer) or someone within the household has been unwell or showing any symptoms or has tested positive in the last 14 days before your allocated scheme days.

**8. Q. What about arrival, departure and movement around the building?**

A. All those arriving will be required to wash/sanitise their hands. Staff and young people will be temperature tested on arrival. If your child is showing a high temperature they will be sent home.

Each venue's procedure may slightly be different. However across all our venues, we encourage you to maintain physical distancing from other parents and staff when dropping off and picking up children. Children/Young people will be arriving and leaving the groups one at a time, parents/carers will be asked to wait in the carpark and staff to walk the YP out to their families

Group movement around the building will be avoided where possible, so that all young people and keyworkers are not moving around the venue at the same time.

**14. Q What are the temperature check procedure?**

A. Each venue's procedure may slightly be different. However across all our venues a mandatory temperature checks will be required on a daily basis before entering play scheme groups. This will be a quick non evasive process- no contact will be made. Temporal thermometers use an infrared scanner to measure the temperature in the forehead. Allocated staff member will keep as much distance from the young person as they can. If your child is showing a high temperature they will be asked to self-isolate and request to be tested. Please refer to government guidance.

**9. Q. What activities will be done on scheme? How will this be done safely?**

A. We will not be doing any trips out. All activities will be either indoors or using the playground of a venue. Conventional group activities will be avoided and instead will be spaced out to individualised activities, where each young person will be allocated their own 'play box'. All equipment will be routinely cleaned throughout the day and the whole venue will be deep cleaned after each day. Activities and objects that will be removed and avoided will be things like sand, cookery, paddling pools, soft toys and soft furnishing etc.

**10. What should I bring for lunch?**

A. All young people and staff are to bring pre-prepared packed lunch/snacks. In exceptional circumstances where young people will only eat hot food, this must be provided by parents.

**11. Q. I no longer feel comfortable about sending my child to scheme. Do they have to attend?**

**A.** No, if you no longer wish to send your child please inform us as soon as possible so we can offer the space to another child and family.

**12. Q. How can I prepare my child for scheme/explain PPE/social distancing?**

**A.** A timetable of planned activities for your child's days will be provide in offer letters/emails.

Resources for Autism have created summer scheme specific social stories which are available xxxxx

If there are any changes in your child's behaviour, communication or medical needs please inform us as soon as you can and our staff at the start of the session.

**Should you require any further information or need clarification please contact below:**

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