



# ARTLIFE

## studio

[artlifestudio.co.uk](http://artlifestudio.co.uk)

### COVID POLICY SEPTEMBER 2020

We look forward to welcoming our students back to Art Life studio from September 5<sup>th</sup> and our new class - from September 9<sup>th</sup>. As always, your child's and the staff's safety is our number one priority so we would be grateful if you could spend some time familiarising yourself with our new health and safety procedures, as outlined below.

We are implementing the government's essential measures (see further detail below) which include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in the studio wherever possible and minimise potential for contamination so far as is reasonably practicable

In our setting, we will also be:

- keeping classes separate from each other
- arranging the studio with forward facing desks where practical
- staff maintaining distance from pupils and other staff as much as possible

We hope that these measures will help to minimise the risk of spreading any infection within the Studio. Unfortunately, we cannot eliminate the risk. We would like you to familiarise yourself with the points below and share them with your child, so that they are also aware of how Art Life will be different.

Please note, we will still be guided by any further government or local authority announcements, so the plans outlined below may be subsequent to change.

## 1) Responding to Symptoms

If anyone in the studio becomes unwell with a new and persistent 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 and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms. Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

At the studio, any child who develops symptoms will be sent to an isolation room straight away. We therefore ask that a nominated adult is always locally available to pick up your child at short notice. All staff and children within that child's class or may have to be sent home and remain at home for 14 days, depending on the Public Health guidance we receive. We will inform you as soon as we have had further directions from them.

We will take a child's temperature if they are feeling unwell. If a child has a raised temperature of 38 degrees or more (source-NHS guidance), we will treat this as a possible symptom of Coronavirus and follow the procedures described above.

We may need to make a judgement on other symptoms that would mean a child should go home. (e.g. if a child is sneezing regularly, although not a COVID-19 symptom, this would be a concern for possible virus transmission).

If your child, or any other member of your immediate family develops Coronavirus symptoms:

- raised temperature
- persistent cough
- loss of sense of taste or smell

your child/children must not attend the class and we ask that you inform us via email [sarah@artlifestudio.co.uk](mailto:sarah@artlifestudio.co.uk) or phone Sarah on 07879424579 as soon as possible.

## 2) Respiratory and Hand Hygiene

Children will sanitise their hands on arrival at the studio and after toilet visits. They will also wash their hands after breaks, and before and after eating.

Children will be encouraged to follow good respiratory hygiene practice by using the 'catch it, bin it, kill it' approach.

Public Health England does not recommend the use of face coverings for children and staff in schools/after school clubs at present (except in some specific circumstances). Their current recommendation is because:

- Children, young people and staff are mixing in consistent groups
- not using them correctly may accidentally increase the risk of transmitting the virus
- there may be negative effects on communications and therefore on your child's education

The guidance on face coverings will be kept under review.

### 3) Enhanced Cleaning

Alongside enhanced cleaning by the Church rooms cleaning company, all frequently- touched surfaces will be cleaned in between each class. Children's desks will be cleaned before and after eating for example and toilets cleaned regularly.

We will follow Public Health England guidance for cleaning in response to suspected Covid-19 cases.

### 4) Minimising Contact / Social Distancing (wherever possible)

#### Drop Off and Collection Points:

Please only enter the site outside the church rooms at your child's start and finish time. Parents will have to queue up behind the barrier to collect their child - We request you leave immediately after your child has been collected/dropped off even if you have additional children to drop off/collect at a later time.

Please Note - No parents/carers are allowed in the studio.

- Children will continue to be encouraged to socially-distance where possible around the studio.
- There will be some use of shared spaces such as the staircase up to the studio. These areas will also be cleaned between class.

The current government guidance is that, to minimise risks you should consider sending your child to the same setting consistently and limiting the number of different settings you access. To comply with the following we will endeavour to maintain same set classes where possible.

- Staffing will be consistent for all classes, unless a member of staff is absent.
- Staff will endeavour to stay 2 metres away from each other and children when possible.
- Where practicable, children will be seated side by side and facing forwards.
- Weather permitting, the school and classrooms will continue to be kept well-ventilated.

- Movement inside the studio will be kept to a minimum. Movement up and down the stairs will be clearly routed.
- Children will need to bring their own drink bottles and associated snacks – We will not be providing any drinks or food at the studio for the foreseeable future
- All studio equipment will be cleaned between individual use or left unused for 48 hours (72 hours for plastics).

## 5) NHS Test and Trace process

It is an expectation that staff and parents are ready and willing to [book a test](#) if they or their child are displaying symptoms. All children can be tested, including children under 5. provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace

[self-isolate](#) if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19)  
Provide the school with immediate results of the test.

If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

If someone tests positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)'

## Confirmed Cases

Our Art school will take swift action in response to any confirmed case, contacting and working alongside Public Health England.

6) Please could we request that all parents/carers arrive 5 mins early for drop off and collection We ask that only one adult should attend any given drop off/pick up (siblings can attend).

We would encourage parents to contact us via email or phone where possible.

Only staff and pupils will be on the studio site during the day, with very few exceptions.

Government guidance for schools is available at:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

The government have also released the following information for parents:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

We appreciate your support in sharing these details with your child and helping them to prepare for a different school environment and expectations.

We will continue to provide you with updated information as we receive it and as the situation changes. If you have any questions in the meantime, do not hesitate to contact us at Artlife.

We are only too aware of how challenging recent months have been and also that some children will be concerned about returning to the studio. Please do not hesitate to contact us if you feel we could help and support you.

Best wishes,

Sarah Thomas

Gov guidance for out of school after school clubs and childcare settings – please see below link

<https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>