



School Visit - Covid Procedure

Arrival & Dismissal

- All schools will be asked to provide the details of their party on the NHS Track & Trace form provided. These details will be kept securely for 21 days from the conclusion of their stay, before deletion. By completing this form, guests and visitors are hereby giving their permission for their data to be used for the express purpose of communicating the latest Public Health Guidelines for the fight against Covid-19 via Track and Trace, and any other communication measures deemed necessary by Bore Place to ensure the safety of its visitors as a response to this global pandemic. Data held will be in conjunction with our GDPR policy which is available to view by contacting hello@boreplace.org
- Where possible registration will take place outside and will include a remote temperature check. Anyone with a temperature 37.8 will not be able to participate in the activity and return home to self-isolate as per government guidance.
- On arrival ALL children/young people/teaching staff will be asked to wash their hands and sanitise with hand gel.

During the Day

- Any activity that requires close contact between staff member and child/young person including medical assistance will be done so with staff member wearing gloves and face mask.
- Toilets and shared areas and resources will be cleaned throughout the day and before and after each day.



- Seating will be set up to adhere to social distancing rules and where possible each child/young person will have their own pack of resources (pens, tools etc) and where sharing, tools will be wiped down between uses.
- The majority of activities will be conducted outside.
- Staff and children/young person will wash their hands before and after each session and before snack and lunch breaks.
- A one-way entry and exit system will be operated and solely for use of children and accompanying staff throughout the day.

What to Bring

- A nut free packed lunch.
- A water bottle (we provide extra water).
- Comfortable footwear (we will be outside most of the day) and wellies in case of rain.
- For hot weather – a hat sunscreen applied before attending and placed in bag for child/young person to self-administer if needed.
- For wet/cool weather – something warm and a rainproof coat.
- We can provide gardening gloves for many of the outdoor activities but if a child/young person has their own pair, please bring. Gloves will be washed after each session.
- A sense of adventure!

Covid-19 confirmed or suspected illness procedure

In the case that a child/young person/teaching staff has symptoms of Covid-19 or suspect that they have been in contact with someone recently diagnosed, we must insist that they do not visit Bore Place.



If a child/young person/teaching staff displays symptoms of Covid-19 or is alerted that they have been in contact with someone who has been recently diagnosed, whilst they are at Bore Place:

- The school must contact parent/carer to come and collect the affected child/young person (s) or organise transport for young person/teaching staff and remaining group
- The child/young person/teaching staff will be kept in a separate room from others until parents/carers/school can provide safe transportation and should return to their home to self-isolate in accordance with government guidelines.
- Bore Place will in turn report this using the NHS Track and Trace procedure.
- Any other guests/teaching staff present will be informed and should make their way directly home, avoiding public or shared transportation and self-isolate as per government guidelines.

For more information on how NHS Test and Trace will contact you in the event of exposure, please see the link at: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/>

**Be assured, we have plenty of space here at Bore Place and take your child/young person's safety very seriously! If you have any questions, please do not hesitate to contact Julie Easy to discuss the arrangements we have in place by emailing:
julie.easy@boreplace.org**