

## Health & Safety Protocols for ESF Playgroup

To prevent the spread of Coronavirus disease (COVID-19), ESF Language & Learning will follow the 'Health Advice to Schools' from the Centre for Health Protection. Below we have listed our key Health and Safety procedures, with particular emphasis on Playgroup classes.

### Before Class

- Parents/Guardians have to assist their child to take a Rapid Antigen Test every day before school. Students can only attend school with a negative result. If a student tests positive they must stay at home and follow the guidance of [CHP](#)
- Parents/Guardians must take their child's temperature before leaving for school. If a child has a fever above 37.5 they must stay at home and cannot attend class
- Parents/Guardians must record their child's temperature and Rapid Antigen Test result on the [Temperature and Rapid Antigen Test Record Sheet](#) which will be sent in the welcome letter ahead of the first day. Please bring this record sheet to school every day
- Accompanying adults must also take a Rapid Antigen Test before leaving for the playgroup class
- Accompanying adults must complete an on-site [Health Declaration Form](#) which will include their temperature and results of Rapid Antigen Test. This must be completed before entering the school – forms are available at the school entrance
- Accompanying adults must be fully vaccinated and are required to use the Leave Home Safe app before entering the school (details about the Vaccine Pass requirements can be found [here](#))
- Temperature checking stations will be set up at school entrances
- All persons (staff, students, caregivers) entering the school venue are required to have their temperature checked
- Any person with fever (above 37.5\*\*) or respiratory symptoms will not be allowed to enter the school
- All persons entering the school must use the provided hand sanitiser
- All persons on site must wear a surgical mask. Students and accompanying adults are recommended to bring a spare mask
- **\*\*If a child has a fever above 37.5, (s)he must stay home for 48 hours after the fever subsides**

### During Class

- Hand sanitisers will be placed in every classroom
- Upon entering a classroom, persons must use the hand sanitiser
- Classroom space will be maximised to ensure a proper physical distance among students
- Sharing of materials will be minimised
- Any sensory materials which are used in class that cannot be disinfected, will be discarded after the activity (for example, if playdough is made on site prior to class – each student will have their own lump of playdough which will not be shared with others. It will either be sealed for the same child to reuse or will be discarded after the session)
- Students must not share their snacks / drinks with others; social distancing will remain to avoid close face-to-face settings
- Hand hygiene will be enforced throughout the session, with support from the accompanying caregivers
- Only one caregiver can accompany each child during class – caregivers cannot change during a session

### School Facilities

- School premises will be frequently cleaned and disinfected to ensure the cleanliness and hygiene of the school premises
- School drinking fountains will be closed. Students / caregivers are reminded to bring their own water bottles
- Objects used by students such as toys, play equipment, art utensils, will be disinfected after every activity and soaked in household bleach at the end of each day
- Books will be wiped after use – there will be no open libraries in the classrooms
- The Teacher in Charge will advise parents and students of procedures at each venue, to prevent crowd gatherings



**Other**

- If anyone on site is suspected of having COVID-19 or is diagnosed with COVID-19, all procedures set by the Centre for Health Protection will be strictly adhered to
- If an ESF Language & Learning class needs to be cancelled due to COVID-19 related restrictions, parents will receive a full refund