

WOAPA Summer School COVID-19 Organisational Procedures

Bubbles

This document refers to 'bubbles'. These are groups of students who are **consistent in their grouping**. Bubbles are capped at 15 children, not including staff. Once a child has been allocated to a bubble, s/he will stay in that bubble for the week of Summer School.

Government guidance states that "as far as it is possible, groups should also not be mixing within the setting itself." As bubbles reduce the risk of cross-infection, these groups of students are to have no interaction, aside from cross-bubble management staff. For this reason, all designated student breaks will be held in their separate bubbles.

Each bubble will have a minimum of 1 and a maximum of 2 staff present. There will be a tutor for each session and an assistant on hand to support children in class and also supervising hand washing and social distancing protocol.

The two **Main School bubbles (ages 7-16yrs)** will be taught the two disciplines of drama and dance. Each bubble will remain in its designated room and the two tutors will alternate between the two bubbles throughout the day, always maintaining a social distance of at least 2m.

The **Young Performers' bubble (ages 4 – 6yrs)** will be taught by the same members of staff throughout the week.

These procedures have been shaped by the DfE announcement on updated 'bubble' guidance (10th July 2020).

Day 1 – Organisation of parents and students – morning 'drop off'.

As the school has working contractors on site, there is **no available parking at the school**. There are free parking spaces in the outside vicinity of the school.

As per COVID-19 government guidance, no parent or carer is allowed to come on site.

It is therefore important that your child is able to say goodbye at the gate and come into class independently (escorted by a member of staff).

As per government guidance, WOAPA is required to suggest that parents do not share lifts between households and where possible, advises families not to take public transport if they are able to walk to the venue.

WOAPA staff will be on hand to welcome your child at their designated bubble's gate (details of this will be emailed to you nearer the time).

Young Performer students (ages 4-6 years) will be collected from their designated bubble's gate on the main drive. Parents are politely requested to not arrive before **9.15am** and to queue while maintaining appropriate social distance (2m)

Main school students (ages 7-16 years) will be collected from their designated bubble's gate. Parents are politely requested to not arrive before **9.40am** and to queue individually (not stand in groups) with their child while maintaining appropriate social distance (2m)

We will contact you by email nearer the time with specific instructions.

'Wrap around care' students will be given their own individual times and organisational procedures separately.

Day 1 – Household health questionnaire

In line with government guidance, on day one, all parents/carers will be asked relevant questions in a health questionnaire on behalf of their household. Any change to the answers of any of these questions on days 2,3,4 and 5 must be brought to the attention of WOAPA staff as children should not come on site if experiencing symptoms of coronavirus/has been asked to self-isolate/ has tested positive.

Days 2, 3, 4 and 5 Organisation of parents and students – morning 'drop off'.

We request that students arrive **on time**; you will be provided with a 10-minute arrival window. Failure to arrive during your window may mean you will have to wait until a member of WOAPA's staff is able to collect your child. Please do not arrive too early in order to respect staggered drop off times for the different bubbles.

Days 1,2,3,4 and 5 Collection of students

All students will be chaperoned by WOAPA staff back to their designated gates. WOAPA politely requests that parents arrive **on time** to collect their children and wait in a queue, appropriately socially distanced.

Additional and important information

Should your child display any coronavirus symptoms, please ensure that they stay at home and that you inform WOAPA of their absence.

Should a student present with a fever or other coronavirus symptoms, they will be isolated and supervised by a socially-distanced member of WOAPA's staff. Parents/carers will be immediately contacted. The student must be collected immediately.

The Government guidance suggests that anyone showing COVID-19 symptoms is tested immediately and that if they test positive, parents/carers must let WOAPA know of the test result.

If two or more students test positive for COVID-19 within a bubble, their bubble may be closed for the remainder of the week.

Parents/carers must agree to collect a student should their bubble need to close at short notice.

In the event of a student testing positive for COVID-19 within 14 days of taking part in our courses, you must notify the WOAPA office immediately and include our organisation within your track and trace submission.

Brian and Louise Conroy
Directors
WOAPA Ltd.
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