



Monday 16th March

Dear Parents and carers,

We are sure that in recent days and weeks you have received a lot of information about Coronavirus COVID 19. At WOSC we are following the advice given by Public Health England and DfE and we are also working very closely with the school. At present this means WOSC will be 'open for business' as usual until we are informed otherwise. There are, however, important messages which we need to highlight now:

- If the school is required to close during term time, given our shared premises and several staff who work both in school and WOSC, the club will also close. It is also possible that WOSC will need to close for the Easter holiday period. We will inform parents as soon as possible if this is going to be the case.
- As for many businesses, it is possible that the number of staff who can work at WOSC may need to reduce to minimise the spread of the virus. This means that we may have to cancel sessions at short notice as we need to retain ratios and ensure the safety and wellbeing of the children. We will endeavour to contact all those booked into the session as quickly as possible by telephone for breakfast club or holiday club sessions, or via Parent mail for afterschool club sessions. Please respect our staff if you arrive at WOSC and they tell you that the club is closed in these difficult circumstances.
- We are cancelling the Easter holiday club trip to South Angle Farm in advance as we cannot predict what the advice and situation will be at this time.
- We also have taken the decision to cancel the Easter Bingo night. However, the Easter Egg hunt and Easter Raffle will continue as planned. Tickets will be on sale this week and Easter Egg hunt tickets will also be available from the village shop.

Please visit the link below for the latest information and advice that we will be following at WOSC:

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

We want to take this opportunity to emphasise the importance of following Public Health England expert advice at this time. We will be adding a new Coronavirus policy to our website, please take time to read this policy in full. In the mean time, we would like to request all parents to adhere to the following:

- Please support staff in asking your children to wash their hands on arrival at club and also on departure.
- All parents, carers and visitors to the club must use the sanitiser gel which will be by the registers when dropping off or picking up children.
- Please continue to report absence to WOSC via telephone during club hours and let us know if the absence is related to Coronavirus. As advised by the Government, if your child has a new continuous cough and/or high temperature, however mild, the advice is to stay at home for 7 days from when the symptoms started. Please do not send them to club.
- Please do not send your child to club if they or immediate family or household members have the symptoms of the virus.

We will continue to update you as and when required should the situation change. Please ensure that we have up to date contact information so that if needed we can contact you as quickly as possible. Our main methods of communication will be:

- Phone if a child is unwell at club
- Email
- Website
- Parent mail (as needed)

Further communications will be issued this week. As this is a rapidly changing situation, we will endeavour to provide answers to questions via a FAQ section on the website. WOSC staff will not be able to answer WOSC organisational questions, so the committee will try to set this up as quickly as possible for the benefit of all.

WOSC is a charity and not for profit organisation run by parent volunteers and thus all will be impacted if the club is required to close. We also must consider our staff team and the future financial viability of the club in these challenging times. We will give our best efforts to address this issue responsibly and we rely on your support and cooperation in our efforts to meet this challenge.

Thank you

WOSC committee and Managers