

Wickers Gymnastics Club Policy and Procedures for COVID – 19

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1. Information about the virus

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. COVID – 19 is a strain of coronavirus first identified in Wuhan City, China in December 2019.

The incubation period of COVID -19 is between 2 and 4 days. This means if a person remains well 14 days after contact with someone with confirmed coronavirus, it is unlikely they have been infected.

The following symptoms may develop in the 14 days after exposure to someone who has COVID – 19 infection:

- Cough
- Difficulty in breathing
- Fever (37.8 degrees or above)
- Loss of sense of smell/taste

Generally these infections can cause more severe symptoms in people with weakened immune systems, older people and those with long-term conditions like diabetes, cancer and chronic lung disease. There is no evidence that children are more affected than other age groups – very few case have been reported in children.

1.1 How COVID – 19 is spread

From what we know about other coronaviruses, spread of COVID – 19 is most likely to happen when there is close contact (as per the Government guidelines) with an infected person. It is likely that the risk increases the longer the person has close contact with an infected person.

Droplets produced when an infected person coughs or sneezes (termed respiratory secretions) containing the virus are most likely to be the most important means of transmission.

There are 2 routes by which people could become infected:

- Secretions can be directly transferred into the mouths or nose of other people who are nearby (as per the Government guidelines) and could be inhaled into the lungs.
- It is also possible that someone may become infected by touching a surface or object that has been contaminated with respiratory secretions and then touching their own nose, mouth or eyes (such as touching a door knob or shaking hands and then touching own face)

2. Preventing the spread of infection

There is currently no vaccine to prevent COVID – 19. The best way to prevent infection is to avoid being exposed to the virus.

There are general principles to help the spread of respiratory viruses, including:

- Washing your hands often (for 20 seconds or longer) with soap and water, or use alcohol sanitizer if handwashing facilities are not available. This is particularly important after using public transport.

- Covering your cough or sneeze with a tissue, then throwing the tissue in the bin and washing your hands.
- People who feel unwell should stay at home and not attend work or go to any education or childcare setting.
- Children, staff and essential visitors should wash their hands:
 - Before leaving home
 - On arrival at Wickers
 - After using the toilet
 - Before food preparation (Staff)
 - Before eating any food
 - In between equipment usage (gymnasts)
 - When leaving Wickers
 - On arrival at home
- Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are unwell
- Clean and disinfect frequently touched surfaces and objects
- Wear appropriate PPE if supporting a child/colleague who has suspected COVID – 19
- See further information on the PUBLIC HEALTH ENGLAND site or the NHS UK website

2.1 Cleaning routines

Daily cleaning routines will be increased to include all high frequency areas being cleaned with a sanitising solution, these will be undertaken in between sessions and at designated times in the programme. (to include: door handles, light switches, toilet facilities, all equipment that has been used during the session).

Disposable cloths will be used for cleaning high frequency areas.

Equipment will be rotated and cleaned as necessary depending on usage. Equipment that is difficult to clean will be supervised by an adult and rotated between uses to prevent contamination. (such equipment will be left for 72 hours between uses)

Wickers will be thoroughly cleaned at the end of each day using checklists generated from risk assessments.

2.2 Hand washing/santising routines

To ensure staff and children are washing/santising their hands frequently in line with current guidelines, the following will be put in place:

- All gymnasts are advised to wash their hands before they leave their house to come to the club.
- On arrival to Wickers, adults and children will use hand sanitiser.
- During the session children and staff will wash their hands after using the toilet,
- During the session children will use the hand sanitiser before and after using any apparatus.
- Staff will use the hand sanitizer throughout the sessions and before and after undertaking any cleaning
- Staff will wash their hands before a session starts and once it has finished
- Children will be encouraged to wash their hands for at least 20 seconds.
- Staff and children must wash their hands after using a tissue
- Children will be required to use the hand sanitiser before they leave the building

2.3 Personal Protective Equipment (PPE)

In line with recommendations from the DfE and PHE, PPE will be worn as follows:

In the event of a child or member of staff showing symptoms of COVID – 19 during the session the person supporting this person must wear a disposable apron, disposable gloves, face mask and shield (in PPE box in office)

2.4 Social distancing and further measures to protect from infection

- Parents will be given specific drop off and pick up times to prevent too many children arriving at once.
- Only one adult per child to drop off
- Parents will not be permitted to enter the setting
- Parents will be required to socially distance if there is a queue at pick up or drop off time.
- No visitors (except essential eg maintenance) will be allowed into the setting
- The area visited will be cleaned after visitor has left
- Children asked not to bring toys from home, and water bottles must be cleanable.

3. Guidance on dealing with suspected or confirmed cases of COVID – 19 at Wickers

3.1 What to do if a child or adult becomes unwell with symptoms of COVID – 19

- Call the child's parents immediately to request they collect their child.
- If an adult shows symptoms, they should leave immediately and return home
- Call NHS 111 or 999 in an emergency (if they are seriously ill, injured or their life is at risk).
- While you wait for advice, take the child to the office room, taking the PPE box with you. If possible to open the window or door, do so for ventilation. The child should avoid touching other people, surfaces and objects and be advised to cough or sneeze into a tissue and put this into a separate bin bag. If no tissues available they should cough or sneeze into the crook of their elbow. The room will be cleaned once the child has left. If they need to go to the bathroom while waiting to be collected they will be taken by a member of staff ensuring they do not come into contact with other children or adults. The toilet will be cleaned once the child has finished and return to the office.

3.2 Getting tested

The parent of the child or staff member who has symptoms must call 111 or apply online immediately and request a test.

Tests are available for all staff members and their families, children attending the setting and their families. If any person in a staff member's household shows any symptoms of COVID – 19 the family must be tested. The staff member cannot attend Wickers whilst they await to result of the test and the entire household must isolate. Wickers must be informed of the result of the test as soon as possible to enable appropriate action to be put in place if required.

3.3 What to do if a case of COVID -19 is suspected at Wickers

If there is a suspected case in the club, the facility will be closed immediately. All parents will be contacted, sessions will be cancelled until further notice and all staff will undertake a deep clean. Once the results arrive, if the test is negative for COVID – 19 Wickers will reopen.

3.4 What to do if a case of COVID – 19 is confirmed at Wickers

Wickers will contact PHE Protection team to discuss the case, identify people who have been in contact with them and advise on any actions or precautions that should be taken. An assessment of the setting will be undertaken by the Health Protection team and relevant staff. Advice will be given on the management of children and staff depending on this assessment.

The Health Protection team will also contact the patient directly to advise on isolation and identifying other contacts and will be in touch with contacts of the patient to give advice.

Advice on cleaning of communal areas will be given by the Health Protection Team and a new risk assessment will be carried out in conjunction with PHE.

Wickers will be required to close, all staff and children and their respective households will be required to self-isolate for 14 days.

4. What to do if children or staff return from travel anywhere else in the world within the last 14 days.

Wickers will follow government advice on anyone returning from abroad, at the time of writing.

5. Guidance on cleaning Wickers after a case of COVID -19 (suspected or confirmed)

Coronavirus symptoms are similar to a flu-like illness and include cough, fever and/or shortness of breath. Once symptomatic, all surfaces that the suspected case has come into contact with must be cleaned using disposable cloths and household detergents, according to recommended workplace legislation and practice.

These include:

- All surfaces and objects which are visibly contaminated with bodily fluids
- All potentially contaminated high contact areas such as toilets, door handles, telephones...

Public areas where a symptomatic individual has passed through and spent minimal time in (eg corridors) which are not visibly contaminated do not need specialist cleaning. If a person becomes ill in a shared space, this should be cleaned as above.

5.1 Disposing of waste at Wickers including tissues, if children or staff become unwell with suspected COVID -19

All waste that has been in contact with the individual, including used tissues and PPE, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second storage bag and tied. It should then be put in a safe place and marked for storage until the test result is available. If the individual tests negative, this can be put in the normal waste.

Should the individual test positive, the Club will be advised what to do with the waste.

6. Guidance to assist professionals

As COVID – 19 has only recently been identified, guidance to support professionals is regularly being reviewed, update and published. Up to date advice can be found through the following links.

COVID -19 latest information and advice

<https://www.gov.uk/coronavirus>

Guidance for educational settings

<https://www.gov.uk/coronavirus/education-and-childcare>

Guidance for parents

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers>

Guidance for employers and business

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19>

<https://www.acas.org.uk/coronavirus>

Contact details for NHS and PHE

NHS call 111

PHE Surrey and Sussex Health Protection Team (South East),
County Hall, Chart Way,
Horsham,
RH12 1XA

PHE.sshpu@nhs.net

Phone: [0344 225 3861](tel:03442253861) (option 1 to 4 depending on area)