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## Behaviour Policy (Fun 4 Young People) Covid-19 Addendum

This policy follows guidance under the Equality act 2010 in respect of safeguarding and young people with SEN.

**This policy should be read in conjunction with the following YMCA Bedfordshire policies:**

- Behaviour Policy
- Positive Handling
- Staff Code of Conduct
- Whistle-Blowing
- Equal Opportunities
- Safeguarding Policy and Procedure

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### **1. Scope**

This addendum applies until further notice.

Unless covered in this addendum, our normal relationship policy continues to apply.

We may need to amend or add to this addendum as circumstances or official guidance changes.

We will communicate any changes to staff, parents and young people.

### **2. Expectations for young people at clubs**

#### 2.1 New rules

When young people are in club, we expect them to follow all of the rules set out below to keep themselves and the rest of the club community safe.


Staff will be familiar with these rules and make sure they are followed consistently. Parents & carers should also read the rules and ensure that their young people follow the new procedures that have been put in place. Parents & carers should contact Sophie Stock (Youth Services Lead) if they think their young person might not be able to comply with any of the rules, so we can consider suitability of the club for that young person.

#### Handwashing (all)

Use soap and water or a hand sanitiser when you:

- Get home or into club
- Blow your nose, sneeze or cough
- Eat or handle food
- Wash your hands more often and for 20 seconds

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Cleaning (staff)

- Clean and disinfect regularly touched objects and surfaces more often than usual using your standard cleaning products provided within your bubble. Ensure you wear appropriate PPE (gloves and apron if required).
- After using the staff toilets please ensure you wipe down surfaces you have touched as you exit to ensure it is ready for the next person, using the equipment provided.
- Full site cleaning will occur on Wednesday between bubble change-overs

Bins (staff)

- Ensure bins are emptied regularly within your bubble
- PPE should be placed in lidded black bins, not open or recycling bins

Behaviour incidents (staff)

- If a young person is not complying to the guidance, the staff will radio for a Youth Worker. The young person must not leave the bubble until a Youth Worker arrives.
- The rules and protocol will be explained to the young person at a safe distance dependent on behaviour traits. If required, we will follow Fun4YP’s Positive Handling Policy.
- If a young person displays challenging behaviour and protocol is not followed Parents / Carers will be called to collect their young person. This will be as soon as possible and at a booked time as to not interfere with drop offs and collections of other groups.
- All incidents will be recorded as per our normal procedures

Breaks and Lunches (all)

- There are allocated lunch and play zones for each bubble. Please ensure if this area is shared that the group before have all left the area before leaving your bubble
- All young people, including those from the same household, will be encouraged to socially distance during breaks and lunch. When lining up to go outside and come inside, young people will be socially distanced.


Signs of illness during clubs (staff)

Temperature checks on staff and young people will be conducted a social distance on arrival and at lunchtime. If raised the individual will not be allowed to attend / will be asked leave / be collected.

If a young person presents during club hours with Covid-19 symptoms the Pastoral Team must be informed URGENTLY using the appropriate code word over the radio. They will take the young person into isolation, follow NHS advice and contact the parents / carers.

- Clean all necessary surfaces and areas in the bubble immediately
- Avoid anyone leaving the bubble until further notice; this includes toilet facilities and outside play time zones if at all possible. If a young person needs the toilet urgently staff must be extra vigilant to risks of cross infection of bubbles and clean appropriately to avoid.
- Staff and young people should stay at home if they are unwell with a new, continuous cough or a high temperature or loss of, or change in, normal sense of taste or smell to avoid spreading infection to others.

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Lunch boxes & Water bottles

- Staff will ensure that young people refill their water bottles at regular, scheduled intervals.
- Young people must bring their own water bottles and lunchboxes to clubs and be clearly labelled with their name.
- Lunch waste will be taken home (bags provided)

Toilets

- Toilets in use are: one boys and one girls outside the staff room; one boys and one girls in the sports block
- Each set of toilets will have an alcohol gel dispenser outside – this must be used before entry and on exit as well as washing hands after using the toilet, as groups will be sharing facilities.
- No hand dryers will be used. All are to wash hands and use paper towels. These need to be placed in the bins labelled outside of the toilets as you exit
- Children will be escorted/monitored whilst using the toilet areas, as to not mix with other groups

**4. Monitoring arrangements**

We will review this policy as guidance from the local authority, Department for Education, Public Health England or NHS is updated, and as a minimum of every three weeks by the Business Operations Manager and the Youth Services Lead.

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