



SKOOL IS OUT



October Camp 2021 General Information

(PLEASE READ AND RETAIN)

How to book:

- Please contact the office to ascertain availability of places by email at info@skoolisout.com.
- Upon confirmation of availability please return your completed booking form along with full payment within 24 hours of confirmation in order to confirm your place at our October Camp.
- Due to the high demand and limited availability for our holiday care we cannot accept reservations for places at our holiday camps – if you do not return booking forms and payment within 3 days your child's name will be removed from our registers and your place may be allocated to another child.
- Places will be allocated on a strictly first come/ first served basis and only upon receipt of full fee payment and return of our booking form.
- If your child does not attend our after school clubs you will be required to complete a Holiday Club Personal Plan/Registration Form in line with relevant legislation.
- Unfortunately, we cannot provide a refund or swap days around once your booking has been confirmed and paid for, and this is without exception.
- All additional outings and activities and any associated costs are compulsory unless otherwise stated.

Important General Information

- **Venue** – our October Camp 2021 will operate from our Barclay Viewforth venue (1 Wright's Houses, Edinburgh, EH10 4HR, entrance opposite the green golf hut on Bruntsfield Links).
- **Opening and closing times:** our October holiday provision will open from 8.15am and close at 5.45pm daily. Please do not drop children off any earlier than 8.15am and please ensure you collect your child/ren by 5.45pm at the latest; a late fee surcharge of £10.00 (in 15 minute increments) will be levied if children are not collected by 5.45pm. If you anticipate being late to pick up your child/ren please ensure you contact the club directly and arrange to make alternative collection arrangements.
- **Outings:** Please note that all scheduled outings may be subject to change depending on any changes to restrictions currently in place. At the time of publication Scotland has currently moved beyond Level 0 of the Coronavirus Alert System, meaning that most restrictions on visits have now been lifted. There may, however, still be some restrictions in place that could result in outings being cancelled or rescheduled, and further restrictions could be reimposed as we move into the autumn months. In any such instance Skool Is Out will endeavour to offer an alternative outing or activity. Please check the daily information below for departure and return times for outings, and please ensure children are dropped off accordingly. Please also consider return times when collecting children from the club.
- **Groups:** as per the current guidelines, children will be cared for in one October Camp specific cohort/bubble of no more than 40 children per day for the duration of the October Holiday Camp. Skool Is Out will operate a October Camp specific staffing bubble, but there may be different staff on duty each day. All of our staff will adhere to the relevant guidelines regarding physical distancing and infection prevention and control.
- The main **contact phone number** during camps is **07815798808** – please ensure you notify us on the day if your child will not be attending for any reason. Our office will be closed during the October holiday break.
- **Collection and Drop off** – as per the attached COVID-19 Procedures, we are continuing to minimise footfall within the building as part of our risk management procedures. As such, parents/carers are not currently permitted access to the club. When dropping off and collecting children we request you wait outside the building and press the First Floor Buzzer. A member of the team will then come down to admit entry to children or to hand children over at collection time. Please ensure you are wearing a face covering and maintaining a minimum of 1 meter physical distancing between each other when dropping off and collecting

children from the club. Please use the hand sanitiser provided prior to pressing the entry buzzer. All children will be required to wash their hands upon arrival and departure from the club.

- **Packed lunch** - please provide a packed lunch for your child each day. We will provide a supplementary morning and afternoon snack. If your child has any food allergies please notify the Childcare Manager in advance so that an appropriate care plan can be completed for your child. If your child's packed lunch contains any items that require to be chilled please ensure an ice pack or similar is provided within their lunch box to take account of this. We do not have fridge space at the club to accommodate lunch boxes, although we will endeavour to refrigerate specific items if necessary. We request that parents/carers do not provide any nuts or products containing nuts in children's packed lunches.
- **Please let the Childcare Manager know in advance if your child has any additional needs** - this is important so Skool Is Out can provide the appropriate level of support for your child. We may request you complete a Care Plan in advance of your child/ren attending the camp if they have any additional needs, allergies, or specific dietary requirements.
- **We reserve the right to refuse admission to the camp on the day if children are not provided with suitable outdoor clothing and footwear for any outings.** The consequences of children not being appropriately dressed for the weather can jeopardise the safety and enjoyment of the whole group. Waterproofs, sun cream, wellies or suitable shoes may be required depending on the season and activity.
- **Cancellation of outings** – it may be necessary to cancel outdoor activities at short notice due to inclement weather or other factors or due to any updated COVID-19 restrictions. In such situations an alternative destination or club-based activity will be offered. Please note that for our October 2021 provision our activity program may be fluid and subject to change in line with best practice guidelines.
- **Personal belongings, devices, and mobile phones** – as per our COVID-19 procedures, we request that children do not bring along any personal belongings to the club. Please do not send children to the club with personal games devices or mobile telephones.
- **Children's Money** – we acknowledge that some children may be provided with money to spend on outings and ordinarily this can be facilitated, where possible. However, owing to the current circumstances and to ensure enhanced infection prevention and control protocols are adhered to, we request children are not provided with any additional spending money at our October 2021 Holiday Club.
- **Infection Prevention and Control** – as per the attached COVID-19 documentation, we will be continuing to operate with enhanced infection prevention and control protocols throughout the premises. This will involve regular cleaning of all communal areas and touch points (bannisters, light switches, door handles etc.) and thorough disinfection and cleaning of all play equipment on a daily basis. One-way systems will be in place throughout the building and all children will be required to wash their hands regularly throughout the session. All Skool Is Out staff undertake temperature checks upon arrival for work and will wear two-layer face coverings throughout the duration of the session. The bulk of our staff team are also signed up to the routine asymptomatic testing program and undertake lateral flow tests twice weekly and have received either one or both doses of the Coronavirus vaccine.
- **Outbreak Management** – enhanced outbreak management protocols are in place and all employees and service users should receive appropriate communications prior to commencing with the service. Parents/carers should ensure they are following all of the latest government guidelines and should not send children to the holiday club if anyone in your household displays symptoms of COVID-19 (a new, continuous cough; sore throat; fever or high temperature and/or a loss of taste and/or smell) and should book a test accordingly. Children are permitted to return to the club upon confirmation of a negative PCR test in line with the most recent government guidelines. Please note, as childcare settings are considered low risk, those identified as close contacts will only be individuals who have spent prolonged time in close proximity to a positive case. Individuals interacted with throughout the day as part of normal engagement will not be required to self-isolate, unless contacted by Test and Protect and considered as high risk.

Daily Information – Barclay Viewforth October Holiday Club 2021

Please note, outings and workshops are provisional and all activities and timings may be subject to change.

- Mon 18th - Walk to Harrison Park in Craiglockhart along the Union Canal. Departure and return times will be weather dependant; if weather allows we will depart approx. 11am and have lunch at Harrison Park, before returning to the club by 4pm at the latest. We will travel by Walking Bus. The group will make pitta pizzas in the afternoon upon their return to the club.
- Tue 19th - Cool Creatures Animal Handling workshop in the morning from 10am onwards (please ensure you inform us of any allergies or phobias in advance). Club based activities in the afternoon – including balloon animal making and animal themed arts and crafts and baking activities.
- Wed 20th - Full-day outing to Riverside Transport Museum in Glasgow. We will depart for this outing at approx. 10.30am and return by 5pm. We will travel by coach via [Edinburgh Coach Hire](#).
- Thur 21st - Full-day outing to Gym Juniors gymnastics and play centre. We will depart for this outing at approx. 10.30am, and return by 5pm, and will travel by Lothian Bus. Please ensure your child/ren are provided with a face covering for the bus journey, in line with Lothian Bus guidelines. We will have exclusive use of the Gym Juniors gymnastics centre and play facilities for the duration of the session. Weather permitting, we will also take children to Saughton Park after the Gym Juniors session.
- Fri 22nd - Full-day outing to East Melville Playpark (Melville Drive Park) and National Museum of Scotland. Please note, the Museum will be optional for groups of children. We will depart the club at approx. 1pm and return by 4.30pm and will travel by Walking Bus.
- Mon 25th - Club based Halloween themed activities including Halloween arts and crafts, Halloween themed baking and a Halloween themed movie.

Further Information

Owing to the ongoing pandemic and current restrictions please note that all activities and outings above may be subject to change.

Our staff team for our October Camp 2021 will be led by our Childcare Manager, Morna Longmuir, and Acting Childcare Manager, Gary Coleman. Both Morna and Gary are supported by an experienced and qualified team of Senior, Practitioner and Support Playworkers at our camps.

Outings during our October Camp will be accessed by Lothian Bus, [Coach](#) or 'Walking Bus' only, where the staff and children will walk together (in bright fluorescent tabards for visibility) to the relevant venue/location. Safe walking routes are established well in advance, and our staff have extensive experience of walking groups of children throughout Edinburgh. All children will be given a thorough safety talk and the procedures and expectations of the walking bus will be discussed at length prior to embarking on any trips or outings. All of our outings are mandatory unless otherwise stated but children are free to decide on their participation for any optional activities on the day.

In addition to the activities detailed in our planner, we will be offering a variety of additional workshops, games, and projects; including baking, art & craft, sports and free-play. We have a comprehensive array of resources to meet all your child's play needs including construction toys, books, games consoles, and range of sports equipment.

We will continue to maximise outdoor play opportunities for children wherever possible, in line with current best-practice recommendations.