

Health and Safety Arrangements for

Years 1, 2 and 3 MINI SPORTS STARS

Teachers: Miss Layman

TIME: TUESDAY 3.15PM – 4.15PM

1. All pupils will be taken into the school hall. Pupils will need to take **all** their belongings i.e. their coat, bag, school bag, lunch box etc to the school hall.
2. Miss Layman will supervise pupils changing independently in the hall. They will expect pupils to get changed **quickly** into their kit.
3. Pupils must be ready to warm up by at least 3.30pm. At this time a register will be taken.
4. The club will take place EVERY TUESDAY, apart from Tuesday 16th November 2021. If it does have to be cancelled a message will be sent via **text to the primary contact by 2pm**.
5. Pupils may use the playtime toilets, which are easily accessible.
6. Please provide your child with a water bottle.
7. Miss Layman will dismiss pupils to parents/carers from the reception class garden at 4.15 p.m. Pupils may go home in their kit. They cannot return into school to change as cleaning will have already begun for the next day.
8. Miss Layman will have a register with medical conditions and contact numbers.
9. In the event that you are late, at 4.25pm Miss Layman will take your child over to the office. They will then be supervised by a member of Gade Valley staff until they are picked up.
10. If your child is going to attend Night Owls they will be taken directly to the club to await collection.
11. If you make alternative arrangements for your child to be picked up please inform Miss Layman or the school office.
12. You must inform the school if your child is unable to attend any sessions.