

## Parent/Always Growing Agreement in response to COVID – 19

This form is informed by Always Growing's Reopening Plan which **you must read fully** before reading this summary document and signing the associated agreement, it is available on our website. This is to ensure the safety and continued well-being of all the Always Growing community.

### 1 Purpose of this agreement

- 1.1 By signing this form you agree to adhere to the stipulations set out in the reopening plan summarised here in this parent/Always Growing agreement form.
- 1.2 This form sets out your responsibilities, as parents, in addition to those usually expected in our full policies and procedures. Staff members' responsibilities are set out in a similar agreement form and Always Growing responsibilities are to implement, monitor and develop the reopening plan in accordance with everyone's best interests.

### 2 Outside of Attending Always Growing

- 2.1 You agree to book your place in a timely manner, with at least two weeks notice, as bookings will close 2 weeks in advance and include any additional information that may be pertinent to the safe running of Always Growing.
- 2.2 You agree to adhere to government guidance regarding social distancing and other restrictions outside of Always Growing.

### 3 Attending Always Growing

- 3.1 You agree to not send your child into Always Growing if they, or any member of their household, are showing any symptoms of COVID-19 or need to self-isolate due to showing symptoms, or after being informed by the NHS or if your child is unwell, and will notify us as soon as possible.
- 3.2 You agree to collect your child as soon as possible if the team become concerned about their health, COVID-19 related or otherwise.
- 3.3 You agree to attend Always Growing for your agreed sessions, but not before 08:30 or after 17:30.
- 3.4 You agree to only attend Always Growing if you have a confirmed booking.
- 3.5 You agree to follow the one-way drop-off and pick-up procedure, maintaining social distance at all times from other parents and doing this individually, if at all possible, whilst not entering the building. Please be mindful this may cause delays at these times.
- 3.6 You agree to be supportive of the hygiene and entry requirements we have in place.
- 3.7 You agree to provide a water bottle and balanced lunch and snacks for your child(ren) throughout the day. This must be nut free.
- 3.8 You agree to apply sunscreen to your child when needed. The team will top this up during the day.
- 3.9 You agree to ensuring your child(ren) wears clean clothes daily, with weather appropriate alternatives for prolonged periods to be spent outdoors, and have adequate spare clothes.
- 3.10 You agree to not expect a thorough handover in person, but instead to call in to discuss any additional points not able to be captured in a brief handover.
- 3.11 You agree to signing a health declaration agreement daily, at drop off, to ensure these expectations are maintained and always in the forefront of your mind.

### 4 Ongoing Communication

- 4.1 You agree to communicate with Always Growing any concerns you have about our operation in a timely manner and work with us to ensure the continued safety and well-being of all stakeholders.
- 4.2 We require up to date contact numbers for three individuals to be reachable throughout the day:

1st: \_\_\_\_\_ Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

2nd: \_\_\_\_\_ Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

3rd: \_\_\_\_\_ Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Child(ren)'s Name: \_\_\_\_\_ Parent's Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_