

Long Furlong Badger Club (“Badger Club”)

Generic Pandemic Policy

[Badger Club](#) recognises the importance of advanced planning in order to maintain services in case of pandemic, within our setting.

Infection control

This policy is to be read in conjunction with the ‘Badger Club Policy 05-Infectious and communicative Diseases’ Policy.

We will limit the risk of catching or spreading at the Club by:

- Regular handwashing by staff and children
- Minimising contact between our hands and mouth/nose
- Covering nose and mouth when coughing or sneezing; using a tissue when possible, and disposing of the tissue promptly and carefully (bag it and bin it)
- Cleaning hard surfaces (eg light-switches, tables, kitchen surfaces etc) with sanitizer frequently
- Encouraging the children at the Club to follow the guidance above
- Instructing staff to remain at home if they display any relevant symptoms or sending them home if they first display symptoms while at work.

At [Badger Club](#), we will work with the school to promote infection control through the methods above, and in addition we will:

- Ensure that adequate supplies of cleaning materials are available within the Club
- Dispose of waste promptly and hygienically
- Provide tissues and suitable facilities for their disposal.

Closure

There are two types of closures this policy covers:

1. There may be some occasions when we will have to consider temporarily closing the Club because we have too few unaffected staff to run sessions safely. If this occurs the manager will contact OCC for further support and guidance.

In the event of closure, the manager will notify parents or carers as soon as possible. The manager will also notify Ofsted of the closure. In the event of the Club deciding to close temporarily, fees will not be charged for the short-notice closure period.

For avoidance of doubt: for closure days due to the school deciding to close (i.e. snow days and equipment failure like heating) the Club will not charge fees thus issuing a credit to payments already made.

2. In the event of a forced closure due to the decision taken by the Government, the club will not be able to operate as the school will be closed for an extended period.

In this event, fees will still apply as the Club’s staff would be available to work. Parents will be expected to pay the fees as the Club will still have to pay staff salaries.

After two weeks of forced closure (10 working days), this policy will be reviewed by the Management Committee and parents will be notified of any changes.

The Club will also have to close if advised to do so by the local authority in the interest of safeguarding the children in our care.

Advance planning

In preparation for dealing with COVID-19, the Club will ensure that all contact details for staff, children and parents are up to date.

We will endeavour to build a bank of relief or supply staff who are able to provide cover should staffing levels fall below the required legal minimums. Any relief staff will be DBS checked at the time of joining our team, so that they are legally able to work with children should the situation arise.

The Club will regularly update its information regarding pandemic situation by checking the latest guidance from Public Health England and the local authority and will inform parents and staff of any changes to our emergency plans.

Useful contacts

Ofsted: 0300 123 1231

Health Protection Team (HPT): PHE Thames Valley Health Protection Team (South East) Phone: [0344 225 3861 \(option 1 to 4 depending on area\)](tel:03442253861)

This policy was adopted by Badger Club	Date: February 2026
To be reviewed: by October 2028	Signed: Lucy Harvey

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare Requirements: Health [3.44].