**Covid 19 Additional Policies and Procedures**

Please read in conjunction with NAATA’s health, safety and welfare policy documents and risk assessment.

In order to protect the health of our clients, our workers and our partners and to limit the spread of Coronavirus, the following additional procedures will be followed.

All those involved in face to face activities with NAATA will read the NAATA Covid 19 risk assessment and sign;

* To accept the additional terms and conditions of service
* To confirm that no member of the party is experiencing symptoms of Covid 19 or is sharing a household with another person who is experiencing symptoms of Covid 19
* To confirm that no member of the party is self-isolating or sharing a household with another person who is self-isolating because they have experienced symptoms or been confirmed as having Covid 19

NAATA staff will be unable to attend booked sessions if they are unwell, or are presenting with any symptoms associated with coronavirus (COVID-19) such as fever, a new and sustained cough, loss of sense of taste or smell. A full refund will be provided for any money already paid to NAATA in this instance.

Individual NAATA animals will work a maximum of three sessions in any one week and with a minimum of 72 hours between any two sessions delivered in different population bubbles.

NAATA animals will be wiped down with a clean damp cloth and the cloth disposed of immediately prior to a session.

If you are attending our premises, the NAATA staff member will ensure toys, resources and surfaces in the workspace are cleaned with a single use cloth or wipe and an antiviral disinfectant, prior to each session.

All people present in the session will wash hands with soap and water, before, and immediately after a session.

Food and drink will not be consumed during the session.

NAATA staff will wear a visor during the delivery of activities.

Activities will be planned to minimise;

* the use of shared toys and resources
* physical contact between people and toys and resources
* contact with soft toys and resources or those with components that are difficult to sanitise.

In the case of settings and organisations, activities will be planned jointly to take account of the setting or organisations own risk assessments, policies and procedures. All reasonable precautions will be taken to minimise the risk of transmission of infections, including Covid 19

NAATA will review and update this document every 6 months or more often in view of any updated government guidance.

I confirm that I have read and understood the information above and that I agree to these terms and conditions.

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| --- | --- |
| Signed | Name (printed) |
|  |  |
| Childs name (if relevant) | Relationship to the child (if relevant) |
|  |  |

