

## **ABBOTS HALL OUT OF SCHOOL CLUB**

### **STAFF SHORTAGES**

During breakfast and Afterschool club session we run with a ratio of 1 staff member to 8 children.

if for any reason we have a staff shortage and are unable to maintain this ratio we will put in place our secondary ratio, meaning that one staff member will be responsible for children aged 8 and over to a new ratio of 1 staff member to 10 children. We have set this number, so we can still maintain a safe environment for children, parents and staff.

If we must use the secondary ratio, we will also call in a Committee member to assist with numbers.

The committee members have all had the checks for suitability required by Ofsted and hold a current live DBS.

The volunteer will not perform any first aid or assist with snacks, or loan work they will be there as extra hands and eyes to maintain safety.

If the club is unable to cover the ratio safely with Volunteers and Secondary staff ration, the club will be left with no option but to call the parents of children attending, or about to attend the session and explain the situation and ask them to collect or cancel children as soon as possible.

This will be a last resort and only in an emergency, or situation where we cannot provide a safe environment for all who would be using the setting.

Updated Dec 18