

The Children's Workshop

COVID-19 Implementing Protective Measures – RISK ASSESSMENT

September 2021

Written in line with recent guidance.

Who is at Risk	Hazards	Control Measures	Risk Rating			Notes
			Low	Medium	High	
Children	Attendance	<ul style="list-style-type: none"> Parents and children should follow the guidance on when to self isolate and what to do. They should not come into the setting if they have symptoms of Covid or for other reasons requiring them to stay at home due to the risk of them passing on Covid e.g. when required to quarantine. Children who have symptoms of Covid should get a PCR test Children with a positive PCR test should stay at home and self isolate in line with Government Guidance for possible Covid infection While awaiting the PCR result, the individual should continue to self isolate. We may take the temperatures of children if we feel they are unwell. Children, staff and other adults do not come into the setting if they have COVID19 symptoms or have tested positive in the last 10 days Anyone developing those symptoms during the day, even if mild will be sent home A child who has been in close contact with a positive case e.g. within their household, do not need to self isolate and can attend the setting as normal providing they are symptom free. We would encourage all parents to get their 				In most cases, parents and Carers will agree that a child with symptoms should not come into the setting given the potential risk to others. If a parent insists on a child attending, the Children's Workshop can take the decision to refuse the child if, in our reasonable judgement, it is necessary to protect other children and staff from possible infection.

The Children's Workshop

		<p>child tested as per Gov guidance before attending the setting.</p> <ul style="list-style-type: none"> We may take the temperatures of children if we feel they are unwell. Extremely vulnerable children and children with SEND will have an individual risk assessment Safeguarding of vulnerable children will be robust and staff will be actively looking for signs of harm. 				
	Physical distancing/ grouping	<ul style="list-style-type: none"> Children will be organised into two groups within the settings: Blue Group and Red Group. Care routines including provision of snack/lunch and toileting will be within the space allocated to each group 				
	Wellbeing and education	<ul style="list-style-type: none"> Children will be supported in age appropriate ways to understand the steps they can take to keep themselves safe including: <ul style="list-style-type: none"> regular hand washing for 20 seconds with running water and soap or alcohol hand sanitizer ensuring that all parts of the hands are covered sneezing into a tissue which is then binned Children will be supported to understand the changes and challenges they may be encountering as a result of COVID-19 and staff need to ensure they are aware of the children's attachment and their need for emotional support at this time 				<p>Hand Dryer to be switched off. Paper towels to be used.</p> <p>70% Alcohol Liquid Hand Run sanitizer/soap to be used</p> <p>Playdough will be disposed of after use daily</p>
Staff	Attendance	<ul style="list-style-type: none"> Staff should only attend pre-school if they are symptom free, have completed the required isolation period or have achieved a negative test result We will consider taking the temperature of staff on arrival Staff will have a good understanding of the system of 				Aprons/tabards to be worn.

The Children's Workshop

		<p>controls put in place to minimise risk.</p> <ul style="list-style-type: none"> • Separate signing in books to be continued • PPE to be worn if needed. • Desks in office to be moved so that Managers are not facing each other. • Windows to be opened in office to ensure good ventilation • Staff are asked to self test using lateral flow tests twice per week Results of tests are to be reported to Managers and NHS test and Trace. • Staff are encouraged to have the Vaccine. • Any staff members who are not vaccinated and test positive will have to self isolate for 10 days as per Government Guidance • In the event that member of staff has been in close contact with a positive case e.g. within their household, the staff member may still attend the setting but must have a PCR test. Following a negative result, they may continue to come to work providing they take a lateral flow test every other day for 10 days. 				All Staff members and students have been vaccinated
	Physical distancing/ grouping	<ul style="list-style-type: none"> • The building will be well ventilated with doors and windows open to allow fresh air into the building. • A balance of good ventilation and a comfortable temperature of not less than 16 degrees to be maintained. See H and s guidance on ventilation • For individual and very frequently used equipment such as pens, it is recommended that staff have their own items • Separate kitchens to be used for Blue and Red staff 				<p>Staff to stay in their group area and avoid entering other group rooms if possible.</p> <p>Ipads thoroughly disinfected between use.</p>
	Training	<ul style="list-style-type: none"> • All staff members,(including new members of staff and volunteers)could receive appropriate instruction and 				

The Children's Workshop

		training in infection control and the standard operating procedure and risk assessments within which they will be operating				
Parents	Physical distancing	<ul style="list-style-type: none"> • Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect a child • When parents are waiting to drop off or collect their child, physical distancing should be maintained 				
	Communications	<ul style="list-style-type: none"> • Parents should receive clear communication regarding the role they play in the safe operating procedure and all measures being taken to ensure the safety of their children and themselves 				Risk Assessments available to parents and on website. These are reviewed and updated regularly in line with any Government Guidance.
Visitors	Visits	<ul style="list-style-type: none"> • Professionals such as Speech and Language therapists and Social Workers will be allowed into the premises and can wear PPE if they should choose to. • Students and volunteers are now allowed on premises. • Visitors contact details will be obtained prior to visiting. 				Visitors will be asked to sanitise hands before entering the Preschool
Children/ Staff/Parents	Travel associated with setting operations	<ul style="list-style-type: none"> • If public transport is necessary, current guidance on the use of public transport must be followed 				

The Children's Workshop

Children/ Staff/Parents	Hand washing	<ul style="list-style-type: none"> All children and staff must use hand gel upon arrival at the setting Children and staff members should be encouraged to wash their hands frequently as per Government guidelines Staff must wash their hands when helping a child with their lunch All children and staff to wash their hands before and after eating. 			Hand Dryer to be switched off. Paper towels to be used. 70% Alcohol Liquid Hand Run sanitizer/soap to be used
	Cleaning	<ul style="list-style-type: none"> Communal area, touch points and hand washing facilities must be cleaned and sanitised regularly as per Government Guidance. 			Hospital grade Suma Bac D10 Concentrated Detergent Disinfectant will be used to clean environment
	Waste disposal	<ul style="list-style-type: none"> All waste must be disposed of in a hygienic and safe manner Tissues must be immediately disposed of 			New bins to be provided for each room.
	Laundry	<ul style="list-style-type: none"> Items such as towels must not be shared by children and washed daily. 			Clean tea towels to be used daily and washed regularly.
	PPE	<ul style="list-style-type: none"> Government guidance is that PPE is not required for general use in early year's settings to protect against COVID-19 transmission. PPE should continue to be worn as normal for toileting and the administering of first aid. 			3ply disposable masks, Disposable Nitrile Gloves and Disposable Aprons and visors will be available for staff.
Children/ Staff/Parents	Building	<ul style="list-style-type: none"> Keep windows open where possible to ensure ventilation 			Building to be cleaned prior to opening
	Resources	<ul style="list-style-type: none"> All resources required for play and learning experiences of children should be regularly washed and/or sterilised. Equipment used by staff such as stationary, tablets, 			.

The Children's Workshop

		computers, tables etc. should be cleaned throughout the session			
Staff/ Children	Procurement and monitoring	<ul style="list-style-type: none"> The setting should ensure an adequate supply of essential supplies and contingency plans are in place to minimise the impact of shortage of supplies. A monitoring system for the usage of PPE is essential to ensure that a supply of stock is available to all who require it as and when required to meet operational needs of the setting Staff are assigned lateral flow tests and are asked to log the results with NHS test and Trace Staff to report any positive or void tests to Jacky Brown. We will follow any current policy guidance in the event of any positive cases. 			<p>Masks, Gloves, Aprons, Infra-red thermometers, hand sanitizers, disinfectant/detergent and disposable cleaning cloths, bin bags and bins have been purchased</p> <p>A Senior Assistant will be responsible for monitoring PPE supplies</p>
Children/ Staff/Parents		<ul style="list-style-type: none"> In the event of a child developing suspected coronavirus symptoms whilst attending the setting, they should be collected as soon as possible and isolate at home in line with the NHS guidance Parents must engage with NHS test and Trace and give details of close contacts Whilst waiting for the child to be collected they should be isolated from others in a previously identified room or area. If possible, a window should be opened for ventilation The staff member responsible for the child during this time should be a staff member from their group. PPE will be available for this staff member. The area should be thoroughly cleaned The person responsible for cleaning the area should wear 			<p>Close contacts will now be indentified through NHS test and Trace, settings will no longer be expected to undertake contact tracing.</p> <p>NHS will work with the positive case to identify close contacts. Contacts from a setting will only be traced by NHS where the positive case and/or their</p>

The Children's Workshop

		<p>appropriate PPE</p> <ul style="list-style-type: none"> • In the event of a staff member developing suspected coronavirus symptoms whilst working at the pre-school, they should return home immediately and isolate at home in line with NHS guidance. • Current Guidance will be followed • Public Health England advice will be followed which may involve closing the setting in the event of an outbreak. • Engage with the NHS Test and Trace • OFSTED will be notified. 		<p>parent specifically identifies the individual as being a close contact.</p> <p>Parents will need to engage with the NHS Test and Trace process Be able to provide details of anyone they have been in close contact with if they test positive or if asked by NHS Test and Trace.</p> <p>Parents will inform the setting of any Covid Test results.</p> <p>An outbreak is considered if 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</p>
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The Children's Workshop

						Please refer to The Children's Workshop contingency plan in the event of an outbreak
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