

Coronavirus (COVID-19) Risk assessment

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| <p>Establishment: Learning Curve Nursery Group</p> | <p>Assessment by: Michelle Shattock</p> | <p>Date completed: 18th May 2020</p> |
| <p>Review Date: 4 weekly Reviewed on 15th June 2020 Next review date: 13th July 2020 Reviewed on 13th July 2020 Next review date: 10th August 2020 Reviewed on 12th August 2020 Next review date: 09th September 2020 Reviewed on 07th September 2020 Next review date: 05th October 2020 This risk assessment is a working document and will be updated as and when needed following latest government guidelines and needs of the setting</p> | <p>Red – high risk Amber – medium risk Green – low/ no risk</p> | <p>Please note that this risk assessment overrides any setting policies and procedures during the pandemic</p> |

| Focus | Area of consideration | Safety measures in place | Risk level |
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| Workforce | Attendance | <ul style="list-style-type: none"> Staff to be vigilant on health and stay away if unwell. Staff who have any symptoms must be tested and not return until a) a negative result is achieved or b) the required isolation period has been completed and are symptom free Testing is available to all key workers and their households. Current government guidance to be followed. Staff to staff are expected to follow social distancing guidelines | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| | Staffing | <ul style="list-style-type: none"> Regular risk assessments updated in line with government guidance Consideration is given to limiting the number of staff in the nursery rooms at any one time to only those required | <p>Green</p> <p>Green</p> |

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| | | <p>and hands must be washed before you enter the nursery room/ garden</p> <ul style="list-style-type: none"> • Staff are expected to wash their hands regularly throughout the day • Tablets, laptops, computers, phones to be cleaned regularly • All staff will be provided with a wash bag • All staff provided with individual, named hand sanitiser | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| Workforce | Training | <ul style="list-style-type: none"> • Practitioners to receive clear communication regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of the children, themselves and their team members • Practitioners to receive a copy of risk assessment documents before return. A copy will be displayed in the staffroom and a copy will be retained in the Risk Assessment file (stored in the office) • Planning meetings are to take place in own rooms- staff are to social distance in all meetings • Full staff team meetings will now take place via zoom • All staff must receive training in infection control • Training evaluations to be completed by all staff upon return to work | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| Workforce | Wellbeing | <ul style="list-style-type: none"> • Staff to be supported to manage stress and anxiety (both those who have continued working and those who are returning to work) through regular supervisions, access to | <p>Green</p> |

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| | | <p>counsellor, counsellor information displayed in staff room</p> <ul style="list-style-type: none"> • Follow government guidance to support staff who are struggling with stress and anxiety • Be prepared to support staff that may have suffered from bereavement | <p>Green</p> <p>Green</p> |
| Workforce | PPE | <ul style="list-style-type: none"> • Government guidance is that PPE is not required for general use in early years settings to protect against COVID-19 transmission. We have purchased vinyl gloves and new aprons that are to be worn for nappy changing and the administration of first aid unless the child has symptoms and changing/ first aid is necessary whilst awaiting collection by parents. In this situation full PPE (isolation toolkit) MUST be worn, including visor, shoe cover, apron and sleeve covers. | <p>Green</p> |
| Children | Drop off | <ul style="list-style-type: none"> • Children are to be dropped off at the designated entrance of nursery their parent/ carer • Parents are required to wear face coverings at drop off and collection • Only parents who are symptom free and/ or have completed the required isolation periods will be able to drop off or collect their child. • If collecting from outside, staff to ensure that all child's belongings are available, so the parent does not need to enter the setting • Parent/ carers to follow social distancing measures- using markers displayed on floor | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |

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| | | <ul style="list-style-type: none"> • Only children who are symptom free or have completed the required isolation period attend the setting. • When children enter the setting staff will take them to wash hands and wipe footwear with anti bacterial spray thoroughly, this will take place on arrival at the setting. Babies and Toddlers will have their hands washed with wash cloth and soap • With the exception of comforters, children are not permitted to bring in toys/ teddy bears etc to the nursery • Encourage children to avoid touching their face, eyes, nose and mouth. • On arrival at the nursery, it is reasonable to ask if parents, children or any member of the household have any of the symptoms of COVID-19 (high temperature or a persistent cough). If the answer is yes, the child will not be allowed to attend. The child cannot return until a negative test result has been confirmed and an agreed return has been arranged with the nursery, or current isolation guidelines have been followed • Parents to be mindful of drop off and collection times, where possible avoid peak times • All children coming to the setting should avoid all non-essential public transport travel, and outside of setting hours, follow national guidelines for social interaction. • Any child who displays signs of a persistent cough will be refused entry | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Potential Amber</p> <p>Green</p> |
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| | | <p>and advised to isolate along with members of their household</p> <ul style="list-style-type: none"> • Nursery will not be administering Calpol as this may mask symptoms, however, if a child has symptoms of COVID and the parent has been notified to collect their child from the setting, we will administer the relevant dose with parent permission • Other prescribed medication e.g. antibiotics, duty manager to administer the medication at the door of the child's room with a member of staff to witness- Medication policy applies • Duty manager to supervise how many parent/carers enter the building at any one time (look arounds) • On entering the nursery everyone MUST use the hand sanitiser to prevent the spread of the virus | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| Children | Reintegration | <ul style="list-style-type: none"> • Re-establish important relationships; practitioner to child, child to child, setting and family • Find out about the child and family's experiences during lockdown for example, through Tapestry • Consider the individual needs of the child • Update information about SEND, health and personal data | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| Children | Physical distancing/ Grouping of children and staff | <ul style="list-style-type: none"> • Children's sessions will be organised into smaller groups of attendance • Care routines including provision of snacks should be within the space allocated | <p>Green</p> <p>Green</p> <p>Green</p> |

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| | | <ul style="list-style-type: none"> Outdoor spaces- Babies and Toddlers/ Lower Pre and Preschool can access the outdoor provision together Social distancing impossible with young children, however, staff are to social distance where possible within rooms Staff to social distance during staggered breaks/ lunches | <p>Green</p> <p>Green</p> |
| Children | Sleep times | <ul style="list-style-type: none"> All sleep mats/ cot mattresses MUST be cleaned after each use using anti-bacterial spray and left to dry before storing Children to bring own bedding in from home- if no bedding provided, use spare bedding to be used and put straight for the wash after use. Clean bedding/ comforters to be brought in daily from home as much as possible and taken home on their last day of attending that week as a minimum. Where possible, beds/ cots to be placed 2 metres apart Children to be positioned 'head to toe' to help prevent the spread of the virus | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| Children | Play and Learning | <ul style="list-style-type: none"> Minimise the resources available to those that can be cleaned effectively. Ensure children wash hands regularly, throughout the day, as well as before eating, after coughing or sneezing. Promote good hygiene practices Soft furnishings reduced, intricate toys that cannot be cleaned easily have been removed. No hand puppets and dressing up. Individual playdough tubs to be introduced to pre-school | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |

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| | | <ul style="list-style-type: none"> • Rugs, Face cloths and cushion covers to be washed regularly as per rota • Encourage small group working where possible • Windows to be open throughout the nursery to allow air to circulate • Re-introduction of water play through adult led activities- this must be cleaned regularly including any resources used. • Trips or outings to take place as per updated risk assessment • Resources must not be transferred from one room to another, where this is unavoidable, they should be thoroughly cleaned in between | <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> |
| Children | Children's wellbeing, education and self-care | <ul style="list-style-type: none"> • Children should be supported in developmentally appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue. • Children should 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 children's attachments and their need for emotional support at this time. • Support children to understand and follow the new routines and expectations | <p>Green</p> <p>Green</p> <p>Green</p> |
| Children and workforce | Toileting and cleaning up of accidents | <ul style="list-style-type: none"> • Children should be supported to be as independent as possible but know an adult is close by for support if needed. • All children to be accompanied to bathrooms where necessary | <p>Green</p> <p>Green</p> |

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| | | <ul style="list-style-type: none"> • All pots from mealtimes must be washed in the kitchen • Water cups can be washed in the room using the designated washing up bowl only and dried with a clean tea towel. • Individually wrapped tea, coffee and sugar sachets have been provided in the staff room | <p>Green</p> <p>Green</p> <p>Green</p> |
| Children and workforce | If a child presents with symptoms | <ul style="list-style-type: none"> • If a child begins displaying a continuous cough or a high temperature, they should be sent home to isolate per the guidelines. • A child awaiting collection should be moved to the isolation room. If they need to go to the bathroom while waiting to be collected, the bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. • The staff member responsible for the child during this time should be a staff member from their 'bubble' • If a member of staff has helped someone who displayed symptoms they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. • Correct PPE MUST always be worn, utilising isolation toolkit (located in the office). • Ensure the Isolation room is well ventilated- open windows • The isolation room must be thoroughly cleaned immediately | <p>Amber</p> <p>Amber</p> <p>Amber</p> <p>Amber</p> <p>Green</p> <p>Green</p> <p>Green</p> |

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| | | <ul style="list-style-type: none"> The person responsible for cleaning the isolation room must wear full PPE as per isolation toolkit If a child or staff member tests negative, they can return to the setting and their household members can stop isolating | <p>Green</p> <p>Green</p> |
| Children and workforce | Responding to a confirmed case | <ul style="list-style-type: none"> Where a child or staff member tests positive, the rest of their group (bubble) should be sent home and advised to self-isolate for 14 days. We would advise that these people should be tested. The other household members of that group/ bubble do not need to self-isolate unless the child/staff member they live with in that group subsequently develop symptoms A deep clean will be carried out in the room/ area that the bubble use. Full PPE must be worn (isolation toolkit) | <p>Amber</p> <p>Green</p> <p>Green</p> |
| Children and workforce | Emergency care- Ambulance | <ul style="list-style-type: none"> Where possible, parents to be on site before ambulance leaves the setting In the event a member of staff needs to go in the ambulance with a child, full isolation PPE must be worn (toolkit) | <p>Green</p> <p>Green</p> |
| Children and workforce | First Aid | <ul style="list-style-type: none"> At least one First Aider must always be on site If First Aid is necessary for someone with suspected symptoms whilst awaiting collection from the setting, staff must wear full PPE which is located in the isolation toolkit. | <p>Green</p> <p>Green</p> |
| Children, workforce, parents, potential visitors | Supplies- procurement and monitoring | <ul style="list-style-type: none"> An adequate supply of essential supplies is in place | <p>Green</p> <p>Green</p> |

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| | | <ul style="list-style-type: none"> • Management to monitor the usage of PPE to ensure a supply of stock is available to all who require it. • In the case the supply of food is interrupted, food alternatives will be made available for examples changes to menu | Green |
| Children, workforce, parents, potential visitors | Cleaning | <ul style="list-style-type: none"> • All door handles, phones, bannisters etc must be wiped down minimum 3 times a day, and after each use where possible • Equipment such as tablets, computers, phones and intercoms to be cleaned regularly throughout the day • An enhanced cleaning schedule to be implemented • Management to monitor cleaning procedures • Important to ensure Staff toilets are cleaned at lunch and end of day • Bin lids are to be wiped clean regularly throughout the day | Green Green Green Green Green |
| Children, workforce, parents, potential visitors | Waste disposal | <ul style="list-style-type: none"> • All waste must be disposed of in a hygienic and safe manner • Tissues to be immediately disposed of in a lidded bin • In the event of a child/ staff member exhibiting symptoms, waste must be doubled bagged and disposed of after 72 hours | Green Potential amber Potential Amber |
| Parents | Communications | <ul style="list-style-type: none"> • Parents to receive clear communication regarding the role they play in the safe operating procedure and measures being taken to ensure the safety of their children and themselves | Green |

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| Visitors | Visits on site | <ul style="list-style-type: none">• Attendance to the setting should be restricted to children and staff as far as practically possible and visitors should not be permitted to the nursery unless essential, for example, essential building maintenance, look arounds (which at present time will be at set times, they will not enter the nursery rooms and only one parent to attend.) Where essential visits are required these are required to maintain social distancing guidelines, shoe covers to be worn, hands to be sanitised and by appointment only- no open-door policy in place• Prospective parents that request a tour of the nursery are required to wear a face covering during the tour and during any pre-start visits that are arranged with the nursery manager | <p>Green</p> <p>Green</p> |
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