

ST. MARY'S PRE-SCHOOL FOWNHOPE RISK ASSESSMENT FOR COVID-19

This risk assessment has been carried out to look at the risks involved in reopening the setting amidst the Covid-19 Pandemic crisis.

RISK IDENTIFIED	LEVEL OF RISK	CONTROL OF RISK	FURTHER MEASURES/ DATE COMPLETED
Welcoming children on to site/attendance	Medium	<p>*UK Government guidance being followed</p> <ul style="list-style-type: none"> *Parents and carers will not be allowed into the setting unless it is essential (parents of new starters may stay on the premises for 30 minutes on a 'settling in sessions' to be held outside) *Parents to drop off and pick up children from the front door. There will be socially distanced blue ducks 1 m apart for parents to stand on. Parents to demonstrate social distancing at all times. A member of staff will be at the door to welcome children and take them straight to the bathroom to wash their hands – parents who pick up and drop off must be symptom free. *Parents will be asked to leave the premises promptly after drop off and pick up. *Drop off and Pick up will be limited to 1 parent per family. If a different parent needs to pick up to the one that dropped off, we ask that parents inform staff beforehand. *Only children who are symptom free, have completed a 14 day isolation period or have had a negative test result will be allowed to attend the setting. *Any child with any kind of cough or cold will not be allowed to attend. *On arrival at pre-school it is reasonable to ask if parents, children or family members have shown any signs or Covid-19 symptoms; if the answer is yes, the child will not be able to attend. *All staff and children to wash hands thoroughly for 20 seconds when entering the building, moving around activities, before eating, after being outside and when leaving to go home. *Children will be encouraged not to touch their face, eyes, nose, mouth, etc. *All children coming to the setting should try to avoid travel on public transport; this includes outside of setting hours. 	September 2020

		<p>*All families should follow national guidelines for social interaction and distancing.</p> <p>*Shielding advice for adults and children will pause on 1st August. All children on the shielded patient list can return to pre-school, as can those who have family members shielding. If rates rise in local areas, children or family members from that area may be advised to shield and could be temporarily absent.</p> <p>*Any child who has taken any form of paracetamol or ibuprofen will not be allowed in preschool for 48 hours after symptoms have ended.</p>	
Play and Learning	Medium	<p>*Resources and toys will be minimised to those that can be cleaned effectively.</p> <p>*any toys used during the course of the day to be sterilised at the end of every day.</p>	September 2020
Wellbeing and Education	Low	<p>*Children will be supported in age appropriate ways to understand the steps they need to take to keep themselves safe, e.g. regular handwashing, sneezing into a tissue, etc.</p> <p>*Children need to be supported by staff to do as much for themselves as possible, toileting, hygiene, dressing and undressing, etc.</p> <p>*Children should be supported to understand the changes in place at pre-school and staff need to ensure they are aware of children's attachments and need for emotional support.</p> <p>*Children will be supported after staying at home for a prolonged period of time and how this change in routine may affect their behaviour and mood. Staff will consider the mental health, pastoral or wider wellbeing support the children may need and how to support them to transition into the setting after a period of absence.</p> <p>*Staff will need to identify and support vulnerable children and parents that return to the setting, by signposting them to appropriate local services (mental health, domestic abuse, substance abuse, etc)</p>	Ongoing
Safeguarding and Welfare	Low	<p>*We will continue to take all necessary steps to keep children safe and well during this period and have regard to the government's statutory guidance on working together to safeguard children.</p> <p>*DSL and Deputy DSL will identify and act on new safeguarding concerns about individual children as they return to childcare.</p>	Ongoing
If a child starts displaying symptoms	Medium	<p>*If a child begins displaying a continuous cough, a high temperature or loss of sense of taste or smell they need to be sent home immediately to follow the Government isolation guidelines and get tested for Covid 19.</p> <p>*A child awaiting collection should be moved directly to the staff office and a</p>	Ongoing

		<p>member of school staff called to stay with them. Staff member should remain 2 metres away and wear PPE, a mask, apron and gloves.</p> <p>*If the child needs to use the bathroom whilst waiting to be collected the bathroom should be cleaned and disinfected before anyone else uses it again.</p> <p>*Member of staff assisting the child should remove PPE, double bag it and dispose of it in a lidded bin with a foot pedal immediately and wash their hands thoroughly. If staff feel they need any clinical advice they should call the NHS helpline 111.</p> <p>*Any staff member displaying symptoms of Covid-19 whilst at work will be sent home immediately and told to self-isolate and take a Covid-19 test.</p>	
Belongings from home	Medium	<p>*Children are not to bring anything from home into the setting apart from their lunch box and a snack in a disposable named bag. On their first day back they will bring a named bag containing a change of clothes to be kept at the setting at all times.</p> <p>*Children who require asthma inhalers should bring these into pre-school in a sealed container which will be handled by one member of staff, wiped down and stored on site until home time.</p>	Autumn term
Staff Attendance	Medium	<p>*Staff should only attend pre-school if they are symptom free or have had a negative Covid-19 test.</p> <p>*All staff should avoid non-essential travel on public transport and follow the national guidelines for social interaction and distancing.</p> <p>*Some staff members with particular characteristics or illnesses may be at comparatively increased risk from coronavirus. The reasons for this are complex and there is ongoing research to understand and translate these findings for individuals in the future. If staff members with possible risk factors are concerned about returning to work, settings will ask that staff member to discuss their concerns and will explain the measures the setting has put in place to reduce the risks. The manager will try as far as practically possible to accommodate any additional measures required. Following the steps in the Government guidance will mitigate the risks of coronavirus to children and staff and help us to meet our legal duties to protect employees and others from harm.</p> <p>*All visits to outside training sites have ceased.</p>	Ongoing
Physical	Medium	*Staff members should avoid physical contact with each other including	September 2020

Distancing/Grouping		handshakes, hugs, etc. *All staff meetings will be 2 metres apart.	
Communication	Low	*Parents will receive clear communication regarding the role they play in safe operating procedures and all measures being undertaken to ensure the safety of the children, their families and the staff. *All parent communication will be carried out via email or Tapestry.	September 2020 and ongoing
Accidents/Incidents/Form Filling	Low	*Any accidents or incidents will be communicated verbally, via Tapestry or telephone to parents. *Any other form filling will be handed to parent in an envelope or clear plastic wallet, taken home to complete, and returned to pre-school in the same envelope/wallet.	Ongoing
Visitors	Medium	*Attendance to the setting will be restricted to children and staff. * Wherever possible, settings are encouraged to avoid visitors entering the premises. *Where any essential visits can happen outside of setting hours, they should. Where this is not the case, guidance on social distancing and hygiene should be explained to the visitors on or before arrival. *All parcels/deliveries to be left outside, staff to wear gloves and wipe down before bringing them into the building. *Tours and visits of pre-school to prospective parents must take place as a telephone conversation or virtually (if available), or after the setting has closed and all other staff, expect the manager, and children have gone home. *Any visits by other essential professionals will be assessed as to wherever they need to attend in person or can do so virtually. If they need to attend in person, they should follow the protective measures in place and socially distance where possible. The number of attendees should be kept to a minimum.	September 2020
Travel	Medium	*All staff travelling to pre-school must do so alone, in their own car (members of the same household would be acceptable). *Parents should be encouraged to ensure they do not leave travel accessories including buggies and car seats in the setting or grounds. *Outings from the pre-school into the local community should be restricted to ensure mixing with members of the general public does not happen.	September 2020
Food/Snack	Medium	*Snack will be provided by parents in a named plastic bag and placed in the snack basket outside each morning.	September 2020

		*All drinks will be provided by pre-school and cups will be washed in the dishwasher.	
PPE for All	Medium	*Wearing a face mask in educational settings is not recommended. Pre-school will stock a small number of face masks and shields to be used should a child or member of staff fall ill with Covid-19 whilst on the premises. *Staff do not require PPE beyond what is normally worn. * PPE equipment will be used when cleaning and dealing with children's personal care and hygiene. *All PPE must be double bagged and disposed of in a bin with a non-touch lid or foot pedal.	Autumn term 2020 – ongoing
Toys/Resources/Activities	Medium	*Toys will be provided that are easy to clean at the end of every session, no small or intricate parts, nothing that can't be easily wiped down. *No soft toys, dressing up, soft play, soft furnishings, mats, blankets, etc. *Porous play such as sand, playdough, water will be limited and disinfected between uses. Children to have individual portions of playdough. *Any completed colouring or worksheets or arts and crafts must not leave the setting at home time, but will be photographed and added to Tapestry. *Outside area – bikes, scooters, ride-ons will be wiped down after use. *All fundraising events cancelled until further notice.	Autumn term 2020 – ongoing
Cleaning General	Medium	*Daily safety check sheets will be laminated so they can be wiped down after use. *Frequently touched surfaces to be cleaned and disinfected regularly throughout the session. *Disposable gloves must be worn for cleaning and double bagged and disposed of directly afterwards, safely, in a non-touch lidded bin or with a foot pedal. *Cleaning must be done with a disposable cloth, warm, soapy water and disinfectant, cloth must be double bagged and disposed of afterwards in a non-touch lidded bin or with a foot pedal, Pre-school staff will clean tables etc. after lunch. *All staff and children to wash hands regularly. Hands must be washed after removing any form of PPE (gloves, aprons, masks, etc).	Autumn term 2020 – ongoing
Cleaning Electronics	Low	*Regularly clean electronics such as tablets, phones and remote controls during the day. *Use alcohol based wipes for screens, etc, double bag and dispose of in a bin after use.	Autumn term 2020 – ongoing

Disposal of Waste	Medium	*All waste disposal that could be contaminated must be double bagged and placed directly into the outside bins.	
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