

## Risk assessment for Little Acorns Pre-School Covid-19 Spring term 2021

Activity/Task And/or hazards	Proposed control measures
Safe entry or exit to the building	<ul style="list-style-type: none"> <li>• Entry will be via the front door</li> <li>• 2 metre markings near entrance door to maintain safe spacing</li> <li>• Exit will be via the front or back door depending on time of collection</li> </ul>
Child arrival and pick up	<ul style="list-style-type: none"> <li>• Only one adult should accompany each child</li> <li>• 2 metre social distancing must be adhered to whilst waiting to come in</li> <li>• No parent will be allowed into the pre-school. If a parent, and where available a socially distanced member of staff, cannot persuade their child to come into the setting, they will need to be taken home</li> <li>• Distanced staff member to receive children inside setting.</li> <li>• Staff will sanitise children's hands as they enter the setting.</li> <li>• Any child displaying symptoms should be kept at home</li> </ul>
Social distancing in the setting	<ul style="list-style-type: none"> <li>• Children in early years cannot be expected to remain 2 metres apart from each other and staff</li> <li>• The setting will be as well ventilated as possible, doors wedged open and windows opened first thing in morning</li> <li>• Each child will put their coat and bag on their designated peg</li> <li>• Children must not bring any non-essential items into the setting, this includes toys. Any essential items must be in a named bag</li> <li>• Staff should try and stay out of the arc of any droplet transmission between mucus membranes and ensure physical separation as much as possible</li> <li>• Catch it, bin it, kill it message will be promoted, supported by provision of tissues and lidded pedal bins in each area of the setting</li> <li>• Plan to deliver as much learning out of doors as possible</li> <li>• Carpet sessions will be kept to a minimum</li> <li>• Ideally children should only attend one provision</li> </ul>

Lunchtimes	<ul style="list-style-type: none"> <li>• Children should be able to independently open all food provided in their lunch box</li> </ul>
Safe access to/use of resources	<ul style="list-style-type: none"> <li>• Remove all unnecessary equipment and resources from accessible areas. The following items will be limited :-</li> <li>• playdough</li> <li>• soft toys</li> <li>• soft furnishings</li> <li>• dressing up clothes</li> <li>• blankets</li> <li>• intricate toys that cannot be easily cleaned</li> <li>• cooking or food related activities</li> </ul>
Immediate response if a child or member of staff displays symptoms	<ul style="list-style-type: none"> <li>• If a child or staff member displays symptoms staff will follow procedures on the <u>Early Years Setting Test &amp; Trace PHE Flowchart</u></li> <li>• If a child is displaying symptoms they will be sent home immediately, the family will be contacted and asked to collect their child. They should then follow the government guidance <u>Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</u></li> <li>• If a child is waiting to be collected they will be separated from the group and isolated with one member of staff who will be wearing appropriate PPE in line with government guidance <u>Safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE)</u></li> <li>• If staff display any symptoms they will be sent home immediately.</li> </ul> <p>Most people with coronavirus have at least 1 of these 3 main symptoms:-</p> <ul style="list-style-type: none"> <li>• <b>a high temperature</b> – this means you feel hot to touch on your chest or back</li> <li>• <b>a new, continuous cough</b> – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li> <li>• <b>a loss or change to your sense of smell or taste</b> – this means you’ve noticed you cannot smell or taste anything, or things smell or taste different to normal</li> </ul>

Procedure in the event of a medical/first aid emergency	<ul style="list-style-type: none"> <li>• Normal policy and procedures will be followed</li> <li>• First aid provision will be recorded so that where necessary contact tracing can be facilitated</li> </ul>
Intimate care considerations	<ul style="list-style-type: none"> <li>• Disposable aprons and gloves will be worn for any intimate care provision</li> <li>• Staff will locate themselves to the side of the child and out of the arc of any transmission from mucus membranes</li> <li>• Staff should wipe the child away from themselves</li> <li>• Staff should wash their hands and wrists extremely carefully and thoroughly after providing intimate care – being aware that removing gloves is difficult to achieve without contaminating yourself</li> <li>• Any intimate care to be recorded as per normal policies and procedures so that where necessary contact tracing can be facilitated</li> </ul>
Clothing	<ul style="list-style-type: none"> <li>• Children and staff should wear clean clothing each day</li> <li>• Children must wear clothes that are appropriate for the weather including a sun hat</li> <li>• Sun-cream must be applied by parent before arrival (in exceptionally hot weather this may be reapplied at lunch time if the child is attending all day)</li> </ul>
Capacity and availability of cleaning staff	<ul style="list-style-type: none"> <li>• Changes to the schedule of the pre-school day to allow for increased frequency of cleaning high contact areas and sufficient thorough cleaning before the next day</li> </ul>
Stock levels for cleaning and hygiene products	<ul style="list-style-type: none"> <li>• Stock levels to be checked weekly and additional supplies maintained</li> </ul>
Cleaning procedures for the setting	<ul style="list-style-type: none"> <li>• Gloves should be worn before undertaking any cleaning activity, covering wrists where possible</li> <li>• Hard floors to be mopped daily</li> <li>• Hard surfaces to be wiped down daily with Milton</li> <li>• Increased frequency of cleaning of high contact areas</li> <li>• Increased frequency of cleaning of toilet area including handles, catches and taps</li> <li>• All resources to be cleaned at the end of the day</li> </ul>
Transmission through contact points	<ul style="list-style-type: none"> <li>• High contact areas such as door handles, taps and resources that are likely to be touched by more than one person will be cleaned regularly</li> <li>• Books will be changed on a daily basis</li> </ul>

Safeguarding provision	<ul style="list-style-type: none"><li>• Follow current policies and procedures</li></ul>
Safe well being	<ul style="list-style-type: none"><li>• Staff to be reminded that they have potentially higher levels of vulnerability to infection than children</li><li>• Staff need to be willing to challenge (and be challenged) if they are not following control measures</li></ul>
Visitors to setting	<ul style="list-style-type: none"><li>• Essential visitors only – safeguarding, health &amp; safety</li><li>• Virtual meetings if necessary</li></ul>
Compliance/unsafe behaviour	<ul style="list-style-type: none"><li>• Disciplinary action will be taken against any member of staff deliberately not complying with the pre-school's control measures</li></ul>