

Coronavirus (COVID-19) Risk assessment		
Establishment: Little Tinkers Nursery and Pre-school	Assessment by: Ellen Hanna and Stacy Schulmeyer	Date: May 2020
Review Date: June 2020	<p>Red – high risk</p> <p>Yellow – medium risk</p> <p>Green - little or no risk</p>	13/5/20

Focus	Area of consideration	Recommendation	Risks and level of risks
Children	Drop off And collection	<ul style="list-style-type: none"> • Social distancing to be adhered to at all times- use of cones to mark one-way system to main house. One parent/carer in main building entrance at a time to drop off babies/toddlers. • Parents to drop and pick up the children at the gate of the decking area in Big Tinkers room. Parents are to demonstrate social distancing at all times. • Only children who are symptom free or have completed the required isolation period attend the setting. • On arrival at the Pre-school, 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, they should not be allowed to leave their child at the setting. The child cannot return until a negative test result has been confirmed and agreed return with preschool or current isolation guidelines followed. • We encourage parents not to bring toys, teddies or blankets (or similar) to be brought in from home. • Children to enter the setting and staff take them to wash hands thoroughly on arrival at the setting. Strict rules around hand washing when changing rooms and before eating. • Encourage children to avoid touching their face, eyes, nose and mouth. 	<ul style="list-style-type: none"> • Families will not stick to social distancing • Families will not be truthful about household health • Children will want toys/teddies/blankets from home, raising risk of contamination • Staff will not challenge families about health • Hands will not be washed thoroughly • Children will touch face, hands, mouth • Non-essential travel and social interaction guidelines not followed by staff and families • Families not telling us children have had medication • Enough staff in to ensure children can adapt easier to routine changes

		<ul style="list-style-type: none"> • 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 has been told to shield or who is clinically vulnerable or live in a household with someone who has been advised to shield or is clinically vulnerable cannot attend the setting. • Any child who has taken any form of paracetamol or ibuprofen will not be allowed into preschool for 48hours after symptoms have ended. • Any child who displays signs of a cold will not be allowed in preschool until 48hours after symptoms have ended and a negative test result. • Children taking time to settle after prolonged break and change in routine. • Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child. • Aim to limit drop off and pick up to 1 adult per family and stagger the timings where possible. No buggies or siblings into preschool. • Consider allowing parents to enter the Pre-school for the purpose of settling in sessions if not doing so would cause a child distress. All measures should be taken to minimise contact between the parent and other children and staff members. • Children to be collected from the decking area of Big Tinkers classroom. Parents to wait outside main gate. Member of staff to take child out to parent. 	
	Physical distancing/ grouping	<ul style="list-style-type: none"> • Children’s sessions will be organised into small groups of attendance, wherever possible these small groups or “bubbles” should not mix during the week. • Care routines including provision of snacks should be within the space allocated to each “bubble” wherever possible. • The use of communal internal spaces should be restricted as much as possible. 	<ul style="list-style-type: none"> • Parents need for childcare, to be able to return to work, will need to be juggled against ratios and “bubbles” • Staff mixing with different “bubbles” and cross contamination. • Lack of space to have multiple bubbles

	<ul style="list-style-type: none"> Outdoor spaces should be used by different “bubbles” at different times of the day. Return will be gradual with priority given to school leavers and vulnerable learners. 	
Play and Learning	<ul style="list-style-type: none"> Implement social distancing where possible: <ol style="list-style-type: none"> Small groups Parents to leave the site promptly after dropping off children. 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. Windows and doors to be kept open during the day. 	<ul style="list-style-type: none"> Social distancing is virtually impossible with early years children.
Childrens Wellbeing and education	<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. 	<ul style="list-style-type: none"> Staff awareness of children’s needs Staff awareness of children needing more reassurance Follow current guidance on changes to EYFS
If a child starts displaying 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 according to the guidelines. A child awaiting collection should be moved, if possible and appropriate, to a room where they can be isolated behind a closed door. If it is not possible to isolate them move them to an area which is at least 2 metres away from other people. A window should be opened for ventilation. 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. 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. 	<ul style="list-style-type: none"> Parents must agree to prompt collection before child starts back at preschool. If a parent cannot agree to prompt pick up then the child cannot return to preschool Parents to confirm emergency contact details before child returns, to ensure we have correct telephone numbers.

		<ul style="list-style-type: none"> • The area should be thoroughly cleaned, immediately if the area cannot be left unvisited, and if the area can be left unvisited then cleaned after 72 hours • The person responsible for cleaning the area should wear appropriate PPE • In the event of a staff member developing suspected coronavirus symptoms whilst working at the preschool, they should return home immediately and isolate at home in line with the NHS guidance <ul style="list-style-type: none"> • If a child or member of staff becomes ill, then they must be tested. They will only be allowed back to preschool after a negative test result or appropriate isolation has finished. • It is suggested that all other staff and children that have been in contact with them also get tested. • If there is a positive test result, all other children and adults in that bubble must get tested and can only return after a negative result. There is no need to test members of their household unless they have a positive result. <p>If clinical advice is needed, the setting staff, parent or guardian should go online to NHS 111 (or call 111 if they don't have internet access)</p>	
Workforce	Attendance	<ul style="list-style-type: none"> • Staff should only attend the Pre-school if they are symptom free, have completed the required isolation period or achieved a negative test result. • Risk assessing with regular health questionnaires for returning staff. • Limited number of staff in the setting at any one time to only those required to care for the expected occupancy levels on any given day. • All staff coming to the setting should avoid all non-essential public transport travel, whenever possible and outside of setting hours, should minimise social interactions, as per the national guidelines. 	<ul style="list-style-type: none"> • Staff to be vigilant on health and stay away if unwell. • Testing is available to all key workers and their households. • Current government guidance to be followed.
Workforce and Parents	Physical distancing/grouping	<ul style="list-style-type: none"> • Wherever possible, staff should remain with the small group of children, the "bubble" of children who they are allocated to and not come into contact with other groups. • Social distancing must be maintained during breaks. 	<ul style="list-style-type: none"> • Physical distancing is impossible in early years, even though staff can be vigilant and minimise it.

		<ul style="list-style-type: none"> Staff members should avoid physical contact with each other including handshakes, hugs etc. 	
	Training	<ul style="list-style-type: none"> All staff members to receive appropriate instruction and training on infection control and the standard operation procedure and risk assessments within which they will be operate. 	<ul style="list-style-type: none"> Training available online for infection control and covid 19. Certificates to be presented/emailed as soon as possible
	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 their child. Aim to limit drop off and pick up to 1 adult per family. Parents are to leave promptly and move away from the preschool boundaries whilst maintaining social distancing guidelines. Consider allowing parents to enter the Pre-school for the purpose of settling in sessions if not doing so would cause a child distress. All measures should be taken to minimise contact between the parent and other children and staff members. 	<ul style="list-style-type: none"> Parents not following social distancing guidelines will be asked to take leave immediately. If they do not follow the request, they will be asked to take their child home. The family will have current guidelines, policy and social distancing measures reinforced to them Further breaches may result in loss of child's place at preschool
Parents and Visitors	Communication	<ul style="list-style-type: none"> Parents should receive clear communication regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of their children and themselves. 	<ul style="list-style-type: none"> Policy and to be put onto website before return
	Visits	<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 pre-school unless essential (e.g. essential building maintenance). Where essential visits are required these should be made outside of the usual Pre-school hours where possible. 	<ul style="list-style-type: none"> Unannounced visitors not to be admitted Visitors by appointment only
Travel	Travel associated with setting operations	<ul style="list-style-type: none"> Wherever possible staff and parents should travel to the Pre-school using their own transport. If public transport is necessary, current guidance on the use of public transport must be followed. 	<ul style="list-style-type: none"> Guidance not followed
PPE	Both Workforce and children	<ul style="list-style-type: none"> Wearing a face covering or face mask in schools or other education settings is not recommended. Face coverings may be beneficial for short periods indoors where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained, for example on public transport or in some shops. This does not apply to schools or other education settings. Schools and other education or childcare settings should therefore not require 	<ul style="list-style-type: none"> Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.

		<p>staff, children and learners to wear face coverings. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus.</p> <ul style="list-style-type: none"> • The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including: • Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way • If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn 	<ul style="list-style-type: none"> • Disposable gloves, apron and fluid resistant mask as well as eye protection to be available to staff to use appropriately. • Staff to be aware that PPE supplies are available and must be used appropriately i.e. one pair of gloves at a time. Facemasks and eye shields only when a child becomes unwell. • PPE may not be available to purchase
Cleaning	Undertake regular cleaning	<ul style="list-style-type: none"> • Clean AND disinfect frequently touched surfaces throughout the day. • This includes tables, chairs, resources, equipment, doorknobs, light switches, countertops, handles, toilets, taps, and sinks. • Wear one pair of disposable gloves for cleaning and dispose of immediately after cleaning. • Using a disposable cloth, first clean hard surfaces with warm soapy water, then disinfect these surfaces with the cleaning products you normally use. • Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning. • Rugs to be cleaned and aired regularly . 	<ul style="list-style-type: none"> • Cleaning not completed thoroughly • Cleaning supplies not available • Cleaning implemented before closure to be continued. • Soft toys and furnishings to be removed from setting, where possible. • Thorough clean at the end of every day. • If there is a positive test result, then current guidance must be followed for cleaning of the setting.
Cleaning REVIEWS:	Cleaning of electronics	<ul style="list-style-type: none"> • Regularly clean electronics, such as tablets, touch screens, keyboards, telephones and remote controls throughout the day. 	<ul style="list-style-type: none"> •

Toys and equipment		<ul style="list-style-type: none"> Messy play must be limited to small groups. Scissors, pens and pencils, paint brushes – very limited items available, must be wiped down between use. 	<ul style="list-style-type: none">
	Disposal of potentially contaminated waste	<ul style="list-style-type: none"> Waste from possible cases and cleaning of areas where possible cases have been, should be double bagged and put in a suitable and secure place, marked for storage until: the individual tests negative; waste can then be put in with the normal waste the individual tests positive or results not known; then store it for at least 72 hours and put in with the normal waste 	<ul style="list-style-type: none"> storage issues with this
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