

## Health and safety risk assessment

<b>Risk area:</b>	<b>Carried out by:</b>	Linda Crawshaw	I certify that a suitable and sufficient assessment of the risks associated with the area/activities detailed on this page has been carried out by a competent person and that the residual risks have been reduced to the lowest level reasonably practicable	Approved by:	
Covid19- preventing the spread of the virus	<b>Date:</b>	Signed:		Print Name	
		Helen Pusey/Health and Safety Rep		Role:	Pre-school Chair
		Date:		Date:	

\* All staff members receive basic health and safety training on an on-going basis.

\* All staff members have enhanced DBS checks and are considered to be suitable to work with children.

Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
Infections/illnesses spread in building	Children and adults	Low	<p>Deep clean of all areas before the opening session - floors, surfaces, toilets, doors, furnitures, sinks, etc. - Cleaner - Helen to action</p> <p>Water system to be flushed through, running all taps and flushing all toilets - Staff</p> <p>Water heaters to be heated above 60 degrees and then flushed through. - staff</p> <p>Very small toys and soft toys and furnishing to be removed from the hall.</p> <p>Hall to be arranged to allow social distancing between each small group.</p>	Update as necessary
Preventing the spread of Covid 19 virus - Parents dropping off and collecting children.	Children and adults	Low	<p>Staggered drop off and collecting times for one small group at a time.</p> <p>Parents to maintain social distancing, floor markings to indicate 2 metre distance and signs giving this information.</p> <p>One Parent to bring their child/children to Pre -school.</p> <p>Key person or assigned staff member to sign in their specific group of children</p>	

Preventing the spread of Covid 19 on entry and exit to Preschool	Children and adults	Low	Children's belongings to be kept together, drink bottles and lunch boxes must be clearly labeled.	
			Each child brings a small separate snack of prepared fruit or vegetables in a named pot.	
			All children and adults including staff should wash their hands using soap and warm/hot water for 20 seconds and dry thoroughly. (refer to hand washing posters for more advice)	
			Parents will be asked to drop their child/children with the key person in the lobby area	
			Parents to be discouraged from talking to each other in the vicinity of pre-school	
			A staff member will sign in/sign out your child on the signing board.	
To prevent the spread of Covid to others in the setting.	Children and adults			
Running of session				
	Children and adults	Low	Staff members have their own small manageable group of children, always within ratios, to work together with the same adult/adults through the session. where practicable, key person groups.	
			Tables/area to be allocated to each key group	

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To prevent the spread of Covid to others in the setting.	Children and adults	Low	<p>Toys/resources to be separated into labeled boxes for each key group, toys to be cleaned before sharing with other groups.</p> <p>Staff to social distance where practicable.</p> <p>All very small toys will be limited as they are harder to clean, play dough will not be used to prevent spread of virus.</p>	
	children and adults	Low	<p>All toys will be cleaned regularly with an antibacterial wipe or spray and cloth</p> <p>Books to be separated into boxes, one for each bubble, cleaned with antibacterial wipes where possible. (left for 72 hours after use as this is the life of the virus on paper/cardboard) before used by another group.</p> <p>Use outside area for outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff</p>	
		Low	<p>Outdoor equipment should only be used if it is able to be cleaned between groups</p>	

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To prevent the spread of Covid to others in the setting.	Children/adults	Low	If the outside area is to be used by more than one group, the playground to be sectioned into 2 areas to enable social distancing between groups.	
To prevent the spread of the Covid virus - If a child/adult develops suspected Covid-19	Children and Adults	Low	Adults learning book tablets to be cleaned frequently using antibacterial wipes and not to be shared with other adults.	
	Children and adults	medium	All children and adults should only attend preschool if they are showing no signs/symptoms of coronavirus - new persistent dry cough, fever and a loss or changed sense of smell or taste (anosmia)	
			If staff are concerned that any child or adult may have a temperature they will confirm by using a non contact thermometer.	
			If a child becomes unwell when at preschool the parent/carer will be contacted to collect them, a staff member will remain with the child away from other children and staff if possible at least 2 metre distance. (inline with our infectious illness policy).	
			If a child becomes unwell with symptoms of coronavirus while in the setting and needs direct personal care until they can return home, then disposable gloves, a	

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To prevent the spread of the Covid virus		Medium	disposable apron and a a fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.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.	
	Children/adults			
		Low	<p>If the child needs to use the bathroom while waiting to be collected, the bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>If a staff member has helped someone who was taken unwell with Covid19 symptoms, they do not need to go home unless they develop symptoms themselves.</p> <p>Staff will use usual PPE, gloves and aprons</p> <p>Adults will wash hands using soap and warm/hot water for 20 seconds and then dry thoroughly.(refer to hand washing posters for more advice)</p> <p>If an adult becomes unwell in preschool they will leave the premises.</p>	
To prevent the spread of the Covid virus				
	Children/adults			

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To prevent the spread of the Covid virus	Children/adults	Low	Once the child or member of staff has left the setting, settings should follow <a href="#">Cleaning of non-healthcare settings</a> to ensure areas they have been in are disinfected and any PPE and other waste is disposed of safely.	
		Low	all staff and children who are attending a childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. When the child or staff member tests negative, they can return to the setting and the fellow household members can end their self-isolation. If the child or staff member tests positive, the rest of their immediate group within their setting should be sent home and advised to self-isolate for 14 days.	
	Children/adults		The other household members of those advised to self-isolate do not need to self-isolate unless the child or staff member they live with subsequently develops symptoms.	
	Children		Ensure that emergency contacts are updated in advance of wider opening and consider where these may need to change, for example if previous emergency contacts are in a shielded group. We will communicate our protocol to parents and carers and ensure they understand their role and will be available to collect their child if necessary.	

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To prevent the spread of the Covid virus	children/adults	Low	<p>Preschool will be deep cleaned three times a week, including washing floors, toilets, sinks, kitchen work surfaces, sinks</p> <p>All tables will be sprayed with an antibacterial spray and wiped through the session, especially before and after snack and lunchtime.</p> <p>Toilets, doors and door handles, sinks, taps and work surfaces will be wiped with antibacterial spray or wipes regularly through the session.</p> <p>Tissue will be available to wipe noses and children are encouraged to sneeze and cough into their sleeve if they have not got a tissue with them. Tissue to be disposed of in a covered bin.</p> <p>Children will be encouraged and supervised to wash hands using soap and warm water for 20 seconds and then dry thoroughly.</p> <p>Adults wash hands after wiping their own nose or that of a child, using soap and hot water for 20 seconds.</p> <p>All children and adults wash hands regularly, especially before snack time, lunchtime and after using the toilet, using soap and warm/hot water for 20 seconds and then dry thoroughly.</p>	
Snack time	children/adults	Low		

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To prevent the spread of the Covid virus	Children/adults	Low	All tables will be sprayed with an antibacterial spray and wiped before and after each snack group.	
	children/adults	Low	All children and adults wash hands before and after snack time using soap and warm/hot water for 20 seconds and then dry thoroughly.	
			The small arranged key groups to only have snacks together.	
			Named water bottles.	
Lunch time			cups and plates to be washed up after each group in very hot water and placed in a sterilising solution.(staff to use named washing up gloves provided.	
		Low	All tables will be sprayed with an antibacterial spray and wiped before and after lunch.	
			Tables will be arranged to accommodate small groups, these will be positioned to allow all children to have lunch at the same time but allowing social distancing between groups.	
	Children/adults	Low	All children and adults wash hands before and after lunch time using soap and warm/hot water for 20 seconds and then dry thoroughly.	
			the small arranged key groups to only have lunch together at one table.	

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To prevent the spread of the Covid virus	children/adults	Low	named water bottles.  named lunch boxes to be placed on the floor behind the child's chair, lunch to be placed on the table.	
To prevent the spread of the Covid virus	children/adults	Low	Children who are able to attend to their own toileting needs will be encouraged to do so.  Children will be encouraged or helped to wash their hands using soap and warm water for 20 seconds and dry thoroughly. (refer to hand washing posters for more advice)  Key group staff members will help with toileting when needed.  Staff will use usual PPE, gloves and aprons	
Toileting/nappy changing				
To prevent the spread of the Covid virus		Low	Adults will wash hands using soap and warm/hot water for 20 seconds and then dry thoroughly.(refer to hand washing posters for more advice)  Staff will carry out nappy changing (see nappy changing and operating post lockdown policy/risk assessments) as set out in policies.  Staff will use usual PPE, gloves and aprons	

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Preventing the spread of Covid virus.	children/adults	Low	Adults will wash hands using soap and warm/hot water for 20 seconds and then dry thoroughly.(refer to hand washing posters for more advice)	
Children bringing in toys		Medium	Changing mats will be wiped with antibacterial wipes or spray and disposable towels.	
Children bringing in a comforter to help them to settle			Parents will be asked not to allow their children to bring in toys from home.	
			Children can bring in a comforter if it is going to be upsetting for them, hinder them in settling and detrimental to their well being.	
			Comforter to be placed in a child's bag, to be used if a child becomes upset, not to be shared with any other child.	