



Coronavirus (COVID-19) Risk Assessment version 10 (10 pages)		
Establishment: Ditton Church Pre-school	Assessment by: Wendy Caldicott - Pre-School Supervisor and DSL, Emma Penrose – Administrator and Lyn Taylor - Practitioner and Health and safety rep.	Date: 07.02.2022
Review Date: February 2022	Red – high risk Yellow – medium risk Green - little or no risk	Draft: 07.02.2022

Focus	Area of consideration	Risks	Level of Risk	Strategy to lower the risk
Staff, Committee, Children, parents and carer	Symptoms of Covid 19	<p>Government advice not being followed</p> <p>Staff unwilling to participate in symptom free testing.</p>	Medium	<ul style="list-style-type: none"> Anyone who has symptoms should follow this guidance https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection Twice weekly symptom free testing offered to all staff.
Children	Drop off	<p>Parents/carers will not stick to social distancing or use good time management</p> <p>Parents/carers/visitors entering the building increase risk of transmission</p> <p>Children will want to bring in teddies/blankets/comforters from home, raising risk of contamination.</p>	Medium	<ul style="list-style-type: none"> Families to stand in designated areas inside gates, maintaining social distancing all times. A member of staff will be in the outside to welcome children and take the register. Preschool boxes and a named backpack for spare nappies, wipes and clothes may now be brought to Pre-school, but no additional unnecessary items, comforters or toys from home should be brought in. Only children who are symptom free or have completed the required isolation period (if required) can attend the setting.

		<p>Families will not be truthful about household health</p> <p>Hands will not be washed thoroughly.</p> <p>Child will touch face, hands, mouth</p> <p>Families not telling us children have had medication</p>	<p>Medium</p>	<p>If parents, children, or any member of the household have any of the symptoms of COVID-19 (new persistent cough or loss of sense of taste or smell), they should not attend the setting.</p> <ul style="list-style-type: none"> • Parents must complete and sign the parent declaration form before their child returns to Pre-School. • On arrival staff will greet the children outside and escort them into the building where they will sit in a circle for Good Morning Time and immediately have their hands sprayed with an anti-bacterial soap. • Hands will be washed thoroughly at regular intervals, including when moving from one area to another and before eating. • Encourage children to avoid touching their face, eyes, nose and mouth. • DfE guidance states that all children who are clinically vulnerable should attend their setting “unless they are one of the very small number of children under paediatric or other specialist care and have been advised by their GP or clinician not to attend”. • Where vulnerable children are absent from the setting, the setting leader will follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns. • We will encourage the child to attend the setting, working with the local authority and social worker (where applicable),
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	Physical distancing/ contact with others.	The use of more than one setting for childcare increases the risk of contamination as the child has more contact with others.	Medium	<ul style="list-style-type: none"> • A separate staff toilet will be allocated. • Outdoor spaces will be used as much as possible, weather and staff ratios permitting. <ul style="list-style-type: none"> • Ditton Church Preschool will continue to follow our Covid 19 risk assessment and review and amend as necessary in line with Government guidance updates.

Children's Wellbeing and education	Staff being fully aware of children's needs and abilities and need for more reassurance	Medium	<ul style="list-style-type: none"> Children will 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. Continue with germ 'super heroes' theme Children will 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. Current guidance on changes to EYFS and relevant Covid 19 response, risk assessments and policies will be shared with staff to read and sign understanding.
Toileting and cleaning up of accidents.	<p>Staff not fully aware of guidance relating to Covid 19 response.</p> <p>Medium</p> <p>Children struggle to wait their turn.</p> <p>Children are used to free flow with toilets so they may try to help others</p> <p>Bathroom area may not be cleaned properly.</p> <p>Children must wait to be accompanied when using the toilet to ensure prompt cleaning and limit contact between children in bathroom</p>	Medium	<ul style="list-style-type: none"> Children will be supported to do as much for themselves as possible, but have new rules reinforced regularly. Limit number of children using sinks, staff to dispense hand soap and turn the taps on and off to minimise contact. Children must not attend if unwell. If an accident happens, whilst it is dealt with no one else should use the bathroom. Once the child has been cleaned and dressed the bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.
If a child starts displaying symptoms.	Parents unable to collect their child promptly if they become unwell and/or start displaying symptoms	Medium	<ul style="list-style-type: none"> Parents must agree to prompt collection within the new contract, before child starts back at preschool. If a parent cannot agree to prompt pick up, then the child cannot return to preschool

		Correct procedures not being followed	Medium	<ul style="list-style-type: none"> • Parents to confirm emergency contact details before child returns, to ensure we have correct telephone numbers. • If a child begins displaying a new continuous cough, loss of sense of taste or smell, a high temperature or symptoms of a cold, they will be sent home and advised to follow public health guidance. • Staff members and parents/carers must be ready and willing to engage with the test, track and trace process and follow public health guidance as necessary. • A child awaiting collection will 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 and a window should be opened for ventilation. <p>If they need to go to 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 member of staff has helped someone who displayed symptoms they do not need to go home unless they develop symptoms themselves.</p> <ul style="list-style-type: none"> ○ They must however follow public health guidance if the symptomatic person subsequently test positive. ○ They develop symptoms themselves. ○ They are requested to do so by NHS Track & Trace or UKHSA advice service.
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	Supporting children with special educational needs and disabilities	<p>Children's emotional wellbeing and developmental progress are not effectively monitored and supported.</p> <p>We realise that children with SEND may require particular support when returning to or starting at the setting. We are alert to the fact that there may be children at pre-school with social, emotional and health needs as a result of the Covid 19 pandemic. Some children may have fallen behind their peers after missing so much time at pre-school or may have missed a diagnosis due to their absence.</p>	Medium	<ul style="list-style-type: none"> • As the setting we will continue to observe and monitor children and record any observations. We will continue to liaise with and seek advice from other professionals including equalities and inclusion in order to give additional support where needed. • There is a named SENCo and assistant SENCo at the setting.
Workforce	Attendance	<p>Staff must be vigilant on health and stay away if unwell.</p> <p>Staff could transmit the virus to each other.</p>	Medium	<ul style="list-style-type: none"> • Staff should only attend the Pre-school if they are symptom free, have followed public health guidance or achieved a negative test result. • Practitioners to receive a copy of guidance documents, policy and risk assessment documents before return. A

		Current government guidance must be followed.		<p>copy will be retained at preschool signed by all staff to say that they have received and read a copy.</p> <ul style="list-style-type: none"> Practitioners will receive clear communication regarding the role they play in safe operating procedures and all measures being taken to ensure the safety of the children and themselves.
Workforce	Attendance	Clinically vulnerable staff returning to work following/during Covid 19	Medium	<ul style="list-style-type: none"> Staff who clinically extremely vulnerable should now attend work and follow the settings covid risk assessment.
Food Preparation, snack and lunches		<p>Hands will not be washed properly before and after mealtimes. Cross contamination from food scraps</p> <p>Children at various stages of being self-sufficient and managing their own personal hygiene.</p>	Low	<ul style="list-style-type: none"> Staff and Children MUST wash hands before prep or eating, Staff and children MUST wash hands after eating. Adults to handle eaten food as little as possible. Children and adults to be responsible for their own food rubbish. If children are very messy, staff need to use appropriate PPE to clean.
Workforce and Parents	Training	All staff members must receive appropriate instruction and training on infection control and the standard operation procedure and risk assessments within which they will be operate.	Low	<ul style="list-style-type: none"> Training is available online for infection control and covid 19. Certificates to be presented/emailed before start date. Staff will be asked to read the risk assessment and policy.
	Physical distancing	<p>Parents not being truthful about family health and not adhering to request for 1 symptom free parent/carer to drop off/collect.</p> <p>Allowing parents/carers/visitors inside the building increases the risk of transmission.</p>	Medium	<ul style="list-style-type: none"> Only parents/carers who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child.
	Communication	Break down in setting/parent relationship due to lack of all parties	Medium	<ul style="list-style-type: none"> Policy and contract to be sent out to each family before return

Parents, committee, staff and Visitors		<p>being clear about what measures need to be in place and failure to follow these measures. Children's care compromised due to lack of communication regarding their needs.</p> <p>Staff unclear about their position/wages/expected hours of work</p>		<ul style="list-style-type: none"> All families to return a signed contract before return Parents should receive clear communication regarding the role they play in safe operating procedures and all measures being taken to ensure the safety of their children and themselves. Communication to take place via phone calls and email to limit prolonged conversations/contact at the setting, which risks transmission. Committee to clearly and promptly keep all staff informed of changes and details of wages, policies etc.
	Visits	<p>Additional visitors to the setting risk transmission/cross infection</p> <p>Unannounced visitors wanting to view the setting.</p> <p>Essential building maintenance requiring additional visitors to the setting.</p>	Medium	<ul style="list-style-type: none"> Unannounced visitors not to be admitted. Viewings will be by appointment only. Settling in visits will take place on one day at the start of term and will be arranged by using a booking system. Where essential visits are required, these will be made outside of the usual Pre-school hours where possible and by appointment only.
Travel	Travel	Guidance not followed	Low	<ul style="list-style-type: none"> All children and staff travelling to England must adhere to travel legislation, https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19 Parents and carers should bear in mind the impact on their child's learning and development which may result from any requirement to quarantine or isolate upon return. <p>Anyone with symptoms should avoid use of public transport.</p>
PPE	Both Workforce and children	<p>Risk of the guidance below not being followed correctly:</p> <p>From Step 4 of the government road map, face coverings are no longer</p>	Medium	<ul style="list-style-type: none"> If face coverings are temporarily advised Government guidance on use of face covering should be followed.

		<p>recommended unless a director of public health advises temporary use in the case of an outbreak in the setting.</p> <p>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:</p> <ul style="list-style-type: none"> • 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 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, aprons and fluid resistant mask, as well as eye protection to be available to staff to use appropriately. Daily health and safety check to include regular monitoring of stock levels. • 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 shields only if advised by public health. • PPE may not be available to purchase or be in short supply. Should this happen and all reasonable attempts to restock fails, then preschool should close. • All PPE, personal and preschool, will be used according to current guidelines. The touching of masks/shields must be treated in the same way as touching a face. Hands will require washing for at least 20 seconds.
Cleaning	Undertake regular cleaning	<p>Cleaning not completed thoroughly</p> <p>Cleaning supplies not available</p> <p>PPE not disposed of correctly.</p> <p>Correct cleaning procedures not followed</p>	<p>Medium</p> <p>Medium</p> <p>Medium</p>	<ul style="list-style-type: none"> • Clean AND disinfect frequently touched surfaces at the beginning and end of the day and throughout the day. This includes tables, chairs, resources, equipment, doorknobs, light switches, countertops, handles, toilets, taps, and sinks. • Wear one pair of disposable gloves and a disposable apron for cleaning and dispose of immediately after cleaning, by double bagging and putting in the bin. • Hard surface will be cleaned using disinfectant which is effective against enveloped viruses.

				<ul style="list-style-type: none"> Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning. Resources not in use will be disinfected before use. Resources will be rotated at least daily.
Cleaning REVIEWS:	Cleaning of electronics	Electronics missed when cleaning/disinfecting	Low	<ul style="list-style-type: none"> Regularly clean electronics, such as tablets, touch screens, keyboards, telephones and remote controls throughout the day.
	Disposal of potentially contaminated waste	Incorrect disposal and cross contamination/transmission	Medium	<ul style="list-style-type: none"> Waste from possible cases and cleaning of areas where possible cases have been, will be double bagged and put in a suitable and secure place, marked for storage until: <ul style="list-style-type: none"> 1) 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
REVIEWED BY:	COMMENTS:			For further information – please see attached Q & A's