

COVID NURSERY RISK ASSESSMENT

Littles Smarties Nursery Ltd	Name of Assessor(s):		Risk Rating	
	Coral Pithers/ Ian Pavelin and Lesley Cook Revised by Mel Pavelin, Sophie Lines, Marsha Giles and Coral Pithers		High	
	Risk Assessment Reference: CV19 -Revised		Moderate	
		Low		
Activity:	<u>Dealing with Coronavirus</u>		Date: 02/02/2021	

What is the hazard? How might they be harmed?	Who is going to be harmed?	Control Measures already in place	Risk Rating	Action Required to Improve Control Measures
Contact with persons suffering from coronavirus.	<input checked="" type="checkbox"/> Employees <input checked="" type="checkbox"/> Children <input type="checkbox"/> Visitors	<ul style="list-style-type: none"> No Parents/Carers or Visitors are allowed in the nursery building (only staff and children or essential workers). If an employee, child or parent, or known visitor tests positive for coronavirus, further advice will be sought from the Senior Management Team. They will take over the risk assessment process from that point. All surfaces that the person has come into significant contact with must be cleaned, including: All surfaces and objects which are visibly or possibly contaminated with body fluids should be cleaned thoroughly. Including all potentially contaminated high-contact areas such as toilets, taps, door handles, telephones, etc. 	Moderate	<ul style="list-style-type: none"> Ensure Visitors remain outside the building, unless necessary - please clear with management. All parents/carers must wear masks on drop off and collection of their children (unless exempt). Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. We encourage staff to source a lateral flow test (sites are available locally) on a weekly basis – help for this can be found from staff with knowledge on how this process works. Posters are up from childcare.co.uk in the staff room, staff kitchen, reception, and parent information boards.

		<ul style="list-style-type: none"> Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. Any areas where an individual has passed through and spent minimal time in (such as corridors) need to be specially cleaned and disinfected. We follow guidelines from childcare.co.uk and Government 		
Contact with persons who may have been exposed to coronavirus.	<input checked="" type="checkbox"/> Employees <input type="checkbox"/> Essential Visitors <input checked="" type="checkbox"/> Children <input checked="" type="checkbox"/> parents/carers	<ul style="list-style-type: none"> Employees or children who are suspected to have coronavirus are to arrange for testing and self-isolate in accordance with the government guidance. Other persons or parents who may have been exposed to the coronavirus have been instructed by the government guidance to self-isolate. And if have symptoms to have a test. 	Moderate	<ul style="list-style-type: none"> See government website for up-to-date recommendations for isolation periods. When informed of a parent who has tested positive or who has shown symptoms of coronavirus, the nursery will send an email to parents/carers from the child's bubble. With details of what to do next. Posters are up from childcare.co.uk in the staff room, staff kitchen, reception, and parent information boards.
Contact with packages (food, stationary, post deliveries) or items handled by persons who may have been exposed to coronavirus.	<input checked="" type="checkbox"/> Employees <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Children	<ul style="list-style-type: none"> All existing risk assessments will be maintained and followed. There is currently no perceived increase in risk for handling post or freight from specified areas. Kitchen staff to maintain good hygiene in line with Little Smarties HACCP policy. 	Moderate	<ul style="list-style-type: none"> We quarantine, any items given to us from parents/carers or any items brought into nursery for use. Books in the rooms are changed each day and quarantined where necessary.

				<ul style="list-style-type: none"> Children's belongings/clothes are kept at nursery in bags. To limit the risk of items traveling to and from homes.
Disposal of waste that may be contaminated by a coronavirus sufferer	<input checked="" type="checkbox"/> Employees <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Contractors <input type="checkbox"/> Members of Public <input checked="" type="checkbox"/> Children	<ul style="list-style-type: none"> All waste that has been in contact with the relevant person, including used tissues, and masks if used, should be put in a plastic rubbish bag and tied. The plastic bag should then be placed in a second bin bag and tied, this can be put in the normal outside waste facility. Should the person test positive, the current government guidelines will provide instructions about what to do with the waste. 	Moderate	<ul style="list-style-type: none"> Consider protection of those coming into contact with the rubbish after it has left our site. PPE to be worn at all times when dealing with waste.
Contracting and spreading of infection.	<input checked="" type="checkbox"/> Employees <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Contractors <input type="checkbox"/> Members of Public <input checked="" type="checkbox"/> Children	<ul style="list-style-type: none"> Basic infection controls should be followed as recommended by the government. Masks are not a requirement. The benefits are shown to be for those around the person wearing them to stop the travel distance of coughs/sneezes. If staff would prefer to wear them including home-made, agree the type with the manager. Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. Put used tissues in the bin straight away. Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available. Hand sanitiser to be available in each room, entrances and exits of buildings, near lunchrooms and toilets. 	Moderate	<ul style="list-style-type: none"> From the 1st February 2021 staff have been recommended to wear masks in all communal areas of the Nursery e.g., corridors, staff kitchen, baby room kitchen and any other area where a distance of 2 metres can not be enforced. Staff should wear masks when answering the door to parents/carers and visitors. All nursery staff have been issued with a travel wallet bag to be always carried on their person. The wallet should contain a pen, mask and hand sanitiser.

		<ul style="list-style-type: none"> • Try to avoid close contact with people who are unwell. (wear PPE where necessary). • Clean and disinfect frequently touched objects and surfaces (see nursery COVID 19 guidance for staff). • Do not touch your eyes, nose, or mouth if your hands are not clean. • Complete COVID-19 Daily Building Checklist. • Complete the COVID-19 Daily Cleaning Guidance check. • Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. • Control measures will be revised and updated when the latest government guidance is released. https://www.nhs.uk/conditions/coronavirus-covid-19/ and • Gov.uk – Implementing protective measures in education and childcare settings. • Clean the setting daily, including frequently touched surfaces in between times (railings, lunch tables, equipment, door and window handles, toys). • Avoid, if possible, contractors on site during the day, only on site for emergencies). If not ensure safe distancing and hygiene is practised. • Community events/meetings cancelled until further notice. • Vulnerable Persons including, new and expectant mothers risk assessment 		<ul style="list-style-type: none"> • Staff and children will have their temperature taken on entry • All meetings to be held via zoom or similar online meeting platforms.
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		<p>completed for any employees (where required).</p> <ul style="list-style-type: none"> • Windows opened to allow ventilation. • Communication to parents sent out regarding collecting and dropping off children to prevent ‘gathering’. • Clear signage in place to show entrance and exit to the nursery one way system on arrival and collection of their children. • Staff advised to bring their own food to work. • Lunch and breaks staggered to minimise social gatherings. • Bubbles’ created for children to be grouped with consistent staff, where possible. • Use of space allocated so that ‘bubbles’ of children do not mix. • Children to remain in their own bubbles for mealtimes. • Make good use of outdoor spaces as often as possible. • Use of communal areas indoors restricted, if used cleaned afterwards. • Provision made for staff to take lunch breaks outdoors weather dependent. • Provision for sleep facilities spaced accordingly. • Staff will be contacted by phone. An induction and training will be completed on their return to work. • Staff advised not to car share to travel to and from work at this time. <ul style="list-style-type: none"> • https://publichealthmatters.blog.gov.uk/2020/03/04/coronavirus- 		<ul style="list-style-type: none"> • Parents/carers requested for children to wear extra layers in nursery to ensure warmth where windows need to be open for ventilation. • Location of sanitisers to be reviewed and moved outside of the building, dependent upon the entrances and exits in use. • Car share is only recommended for giving lifts to staff in room bubbles or outside of work family or childcare bubbles otherwise this should not be happening.
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<p>Contracting and spreading of infection lunch and breaks going outside the setting e.g. to the shops.</p>	<input checked="" type="checkbox"/> Employees <input type="checkbox"/> Visitors <input type="checkbox"/> Contractors <input type="checkbox"/> Members of Public <input checked="" type="checkbox"/> Children	<ul style="list-style-type: none"> • Clean hands with soap / water and or sanitiser when entering different rooms or dealing with children. • On return and entering the site, clean hands with soap/water and or sanitiser. 	Moderate	
<p>Welfare Hand-contact points</p>	<input checked="" type="checkbox"/> Employees <input type="checkbox"/> Visitors <input checked="" type="checkbox"/> Children	<ul style="list-style-type: none"> • Toilets to have a regular supply of hot and cold water complete with soap and towels. • Hand sanitiser available (where required). • Kitchen area to have a safe supply of mains cold water. 	Moderate	

<p>Poor hygiene and welfare conditions leading to staff discomfort or illness</p>		<ul style="list-style-type: none"> • Hand-contact points cleaned daily/where practicable. • Toilets and kitchen area to be regularly cleaned. • Staff to implement controls to prevent overcrowding and ensure social distancing between adults. 		
<p>Infection control</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Employees <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Children 	<ul style="list-style-type: none"> • All staff to read and sign this Covid-19 risk assessment and to ensure they are aware of its contents and new protocols. • Decontamination – following advice/guidance from the government. • Refer to guidance and posters (where required). • Poster on COVID-19 to be displayed at the main entrance to the setting, staff areas and staff kitchen. • No more than 3 staff in the staff room at any one time. • COVID-19 Daily Management Checklist to be used. • Staff made aware of additional cleaning responsibilities and briefed on infection control and additional risk assessments. • Childrens clothes are washed on site and each room keeps washing in room washing bags separate from all other washing. • Daily checklist of cleaning has been created and is used to ensure that all frequently used objects and items are cleaned to include: <ul style="list-style-type: none"> • Door handles • Tabletops/chairs • Toys/equipment/resources • Gate tops/bolts • Light switches 	<p style="text-align: center;">Moderate</p>	<ul style="list-style-type: none"> • An additional room has been made available for staff to have their lunch breaks in, when the staff room is full. • When the daily cleaning is being carried out, windows must be checked to ensure they are open where necessary.

		<ul style="list-style-type: none"> • Toilets • Sinks/Taps • Doorbells • Fridge • Kettle • Staff to use disposable or washable cloths and disinfectant where possible • Staff to wear disposable or washing-up gloves and aprons for cleaning • Any utensils used by staff for eating/drinking to be rinsed in a bowl of water and taken to the kitchen to be washed in the dishwasher before using them again. • In areas where a breakout of COVID-19 is suspected all cleaning materials will be double-bagged and the area thoroughly cleaned. <ul style="list-style-type: none"> • If an area has been heavily contaminated, such as with visible bodily fluids, from a person with symptoms additional PPE must be worn - use protection for the eyes, mouth and nose, as well as wearing gloves and an apron • Where possible soft furnishings have been removed from the environment where they are not washable, wipeable or disposable • A 'no toys/items from home' established during this time except for essential comforters. • Only children who are symptom free/had a negative test result or have completed the required isolation period are able to attend. 		<ul style="list-style-type: none"> • We advise all staff who have been self-isolating due to a household member having a positive test to coronavirus or showing symptoms, to have a negative test before they return to work.
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		should be recorded on the register by the door at either end of the nursery.		
Staffing Levels in line with attendance	<input checked="" type="checkbox"/> Employees <input checked="" type="checkbox"/> Children	<ul style="list-style-type: none"> Plan is in place to ensure that each 'bubble' of children is staffed in accordance with EYFS ratios. Plan in place for the induction of cover staff, obtaining references and DBS checks. 	Low	
Staff Anxiety	<input checked="" type="checkbox"/> Employees	<ul style="list-style-type: none"> Regular 1-1 opportunities available to allow staff to express concerns. Access to well-being and mental health support communicated and shared with staff. 	Low	<ul style="list-style-type: none"> Poster displayed in staff room regarding mental health. Email to parents/carers and staff informed when parents have tested positive or are isolating. Encouraging staff to obtain lateral flow tests weekly.

Signed by Assessor(s):

Position:

Date:

Review Date:

* Staff are now encouraged to take a test twice weekly. Every Wednesday and Sunday *