

PlayDen Risk Assessment

Epidemic and Pandemic Diseases Covid-19 Operational Risk Assessment

THIS RISK ASSESSMENT IS TO BE USED IN CONJUNCTION WITH GOVERNMENT, PUBLIC HEALTH ENGLAND & NHS GUIDANCE AND ADVICE.

Area of risk	Possible Hazards	Who?	Controls	Risks which are not adequately controlled. What action would you take where possible to reduce the risk
Premises	Spread of COVID19 & other diseases	Parents, children & Staff	Where premises have been temporarily closed during the lockdown period or where they may need to temporarily close during future lockdowns appropriate Health & Safety checks should be conducted prior to reopening including legionnaires checks. Keep windows open where possible to ensure good ventilation.	

<p>Hygiene</p> <p>Hand washing, cleaning, waste disposal, laundry etc.</p>	<p>Spread of COVID19 & other diseases</p>	<p>Children & Staff</p>	<p>All children and staff must wash their hands upon arrival at the setting.</p> <p>Children and staff members should be encouraged to wash their hands frequently. Children & staff will use paper towels to dry their hands.</p> <p>An enhanced cleaning schedule must be implemented that includes furniture, surfaces, and children's toys and equipment.</p> <p>Communal area, touch points, such as door handles, light switches and hand washing facilities must be cleaned and sanitised regularly.</p> <p>All waste must be disposed of in a hygienic and safe manner. Tissues must be immediately disposed of.</p> <p>All items within the setting requiring laundering must be washed on a high setting.</p> <p>Items such as towels, flannels will not be used.</p> <p>Children should be supported in age appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue.</p>	
<p>Health & Safety & Risk Assessments</p>	<p>Spread of COVID19, infections, diseases, accidents etc.</p>	<p>Staff & children</p>	<p>All activities should be risk assessed and due consideration given to any adaptations to usual practice.</p> <p>This will include the suspension of learning experiences involving materials which are not easily washable such as malleable materials and the suspension of the sharing of food and utensils.</p>	

PPE	Spread of infection	Staff, children & parents	<p>Government guidance is that PPE is not required for general use in early years/childcare settings to protect against COVID- 19 transmission.</p> <p>Where staff request PPE, they must adhere to the guidance on safe use and removal of masks. Should staff wish, they can wear face visors when conducting 'normal' duties.</p> <p>PPE should continue to be worn as normal for toileting changing and the administration of first aid.</p>	<p>W.H.O adapted guidance on the when and how to use masks.</p> <p>Further information and guidance can be found at www.who.it</p>
Supplies	Spread of infection	Staff & children	<p>The manager & staff should ensure an adequate supply of essential supplies and contingency plans are in place to minimise the impact of any shortages of supplies. The setting will not be able to operate safely without essential supplies required for ensuring infection control.</p> <p>A monitoring system for the usage of PPE is essential to ensure that a supply of stock is available to all who require it as and when required to meet the operational needs of the setting.</p> <p>When stocks are low, other options may be considered, such as the use of washable items. These items will be washed at a high temperature and separate to any other washing.</p> <p>In the case the supply of food is interrupted, procedures must be implemented to ensure the appropriate food alternatives are sourced, and normal food safety and hygiene processes are followed.</p>	
Attendance	Spread of COVID19	Parents	<p>Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child.</p> <p>Parents should be encouraged to ensure they do not leave travel accessories including buggies, car seats, scooters at the setting premises.</p> <p>Aim to limit drop off and pick up to 1 parent per family and stagger the timings where possible.</p>	<p>Parents should receive clear communication regarding the role they play in the safe operating procedure and all measures being taken to ensure the safety of their children, staff, and themselves.</p>

			<p>Arrange drop off and pick up at the setting entrance to avoid parents entering the setting unnecessarily.</p> <p>When parents are waiting to drop off or collect their child, social distancing should be maintained in a safe area.</p> <p>* Consider allowing parents to enter the setting for the purpose of settling in sessions if not doing so would cause a child distress. The staff should consider measures to minimise contact between the parent and other children and staff members. – Under reviewed guidance for the November – December Lockdown this is advised against. →</p> <p>Ensure a one-way system is in place for the setting for access to drop off and collections. Liaison with school is key to ensure that there are sufficient spaces to create a system.</p> <p>Parents/Carers are requested to stand 2m away from the door that they are dropping off/collecting from. Face coverings to be worn when dropping off/collecting children from group 1 due to the requirement to enter the building to drop off/collect.</p>	https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020?fbclid=IwAR3lKxh6YnChxx2jm_uS1gGttSBR3PAgFN7hflZggbrMGF7Y6eIWQ1eR0Pw
Attendance	Spread of COVID19	Staff	<p>Staff should only attend the setting if they are symptom free, have completed the required isolation period or achieved a negative test result.</p> <p>Wherever possible staff should travel to the setting alone, using their own transport.</p> <p>If public transport is necessary, current guidance on the use of public transport must be followed.</p> <p>Staff should travel in their own clothes and change into their uniform/set of fresh clothes once on the premises.</p> <p>Consideration should be given to limiting the 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.</p> <p>All staff members must receive appropriate instruction and training in infection control, use of PPE, the standard operating</p>	

			<p>procedure and risk assessments within which they will be operating.</p> <p>Staff to wear face coverings in communal areas – when there is a chance that they may mix. Otherwise during sessions staff to remain socially distanced along with their groups.</p>	Relevant training links e.g. Noodle Now, NDNA, Virtual College Prevent COVID 19 etc.
Attendance	Spread of COVID19	Children	Only children who are symptom free or have completed the required isolation period should attend the setting.	
Attendance	Spread of COVID19	Visitors	Attendance to the setting should be restricted to children and staff as far as practically possible and visitors should not be permitted to the setting unless essential (e.g. essential building maintenance).	Where essential visits are required these should be made outside of the usual operational hours where possible.
Social Distancing/Group work	Spread of COVID19	Staff	<p>Wherever possible staff should remain with the small group of children who they are allocated to and not mix with other groups.</p> <p>Social distancing must be maintained during breaks. This may be achieved through a range of strategies including the staggering of breaks and subdivision of spaces allocated to team breaks where possible.</p> <p>Staff members should avoid physical contact with each other including handshakes, hugs etc.</p> <p>Where possible, meetings and training sessions should be conducted through virtual conferencing</p>	Emergency revisions to the EYFS have been implemented which provides some flexibility on ratios and qualifications to support this where possible.

Social Distancing/Group work		Children	<p>Children where possible should be organised into small groups or rooms within the setting. Wherever possible these small groups should not mix during the session.</p> <p>Routines including provision of meals and toileting should be within the space allocated wherever possible.</p> <p>Children should not serve themselves.</p> <p>The use of communal internal spaces should be restricted as much as possible.</p> <p>Outdoor spaces should be used by different groups of children at different times of the day.</p>	
Resources		Children & Staff	<p>Children should not be permitted to bring items from home into the setting unless essential to their wellbeing. Where this is the case items should be appropriately cleaned upon arrival.</p> <p>All resources required for play and learning experiences of children should be regularly washed and/or sterilised.</p> <p>Equipment used by staff such as stationary, tablets etc. should be allocated to individual staff members where possible and cleaned regularly.</p>	