

## Over the Rainbow Risk Assessment

### Epidemic & Pandemic Diseases COVID19 Operational Return (Breakfast and afterschool club)

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	<p>Where premises have been temporarily closed during the lockdown period or where they may need to temporarily close during future lockdowns appropriate Health &amp; Safety checks should be conducted prior to reopening including legionnaires checks. As of Monday 12<sup>th</sup> April 2021, there are no restrictions on the reasons parents can access wrap around care. Details can be found at <a href="#">Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak - GOV.UK</a> (</p> <p>.</p> <p>Keep windows open where possible to ensure good ventilation. During the colder months, we will balance the need for ventilation with the child's well-being and enjoyment at Over the Rainbow. When temperatures dramatically drop, we will keep the door to the outside garden closed and windows will remain open to ensure some air flow within the room. Children are asked to come dressed appropriately for the temperature and weather.</p>	

<p><b>Hygiene</b></p> <p><b>Hand washing, cleaning, waste disposal, laundry etc.</b></p>	<p>Spread of COVID19 &amp; other diseases</p>	<p>Children &amp; 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 throughout the session.</p> <p>An enhanced cleaning schedule must be implemented that includes furniture, surfaces, and children's toys and equipment. This is recorded daily on a cleaning chart signed and dated by the staff member</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><b>Health &amp; Safety &amp; Risk Assessments</b></p>	<p>Spread of COVID19, infections, diseases, accidents etc.</p>	<p>Staff &amp; children</p>	<p>All activity 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>	

<b>PPE</b>	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. However, Staff are wearing Face coverings/visors at the children's pick up and drop off times as well as when taking children attending breakfast club to school when walking past preschool parents that are queuing. Staff members are now wearing visors at all times throughout the day as an additional precaution to protect ourselves and the children in our care.</p> <p>Parents have also been asked to wear a face covering when picking up/dropping off their child as we recognise social distancing down the path can be difficult.</p> <p>Where staff request PPE, they must adhere to the guidance on safe use and removal of masks.</p> <p>PPE should continue to be worn as normal for toileting changing and the administration of first aid.</p> <p>Staff members are doing twice weekly Lateral Flow tests at home, as an additional precaution and measure to keep everyone as safe as possible. Any positive results would be shared with parents and Dunnington Primary School and the correct procedures for reporting a positive case followed.</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 <a href="http://www.who.it">www.who.it</a></p>
<b>Supplies</b>	Spread of infection	Staff & children	<p>The manager &amp; 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</p>	

			<p>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>	
<b>Attendance</b>	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. If these are brought to the setting, they should be stored in the designated bike racks at the bottom of the path and not causing any obstruction.</p> <p>Aim to limit drop off and pick up to 1 parent per family and stagger the timings where possible.</p> <p>When parents are waiting to drop off or collect their child, social distancing should be maintained where possible in a safe area. We recognise that it is not always possible to queue 2 meters apart down the path, but social distancing should be maintained as much as possible during drop off and pick up times. We politely ask parent/ carers to wear a face covering to be worn during these intervals to further mitigate the risk of transmission.</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, as far as possible, 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.</p>	
<b>Attendance</b>	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>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 procedure and risk assessments within which they will be operating.</p>	

				Relevant training links e.g. Noodle Now, NDNA, Prevent COVID 19 etc.
<b>Attendance</b>	Spread of COVID19	Children	Only children who are symptom free or have completed the required isolation period should attend the setting.	
<b>Attendance</b>	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.
<b>Social Distancing/Group work</b>	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. The office space will be ventilated with either the door or window being open at all times when more than one person is inside.</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.

<b>Social Distancing/Group work</b>		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. Each bubble will be allocated a resource box containing age appropriate resources that are not shared with any other groups.</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>	
<b>Resources</b>		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. Any items brought across from School will be kept in children's bags where possible and not used whilst at Over the Rainbow.</p> <p>All resources required for play and learning experiences of children should be regularly washed and/or sterilised.</p> <p>Activities which may spread infection such play dough; salt dough and gloop will not be used for the duration of the pandemic.</p>	

			Equipment used by staff such as stationary, tablets etc. should be allocated to individual staff members where possible and cleaned regularly.	
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<b>Wellbeing</b>		Staff & children	<p>Staff need to ensure they are aware of children's attachments and their need for emotional support.</p> <p>Children should be supported to understand age appropriately the changes and challenges they may be encountering because of Covid-19.</p>	Stories/picture books are available free to download.
<b>Suspected Case of COVID19</b>	Spread of COVID19	All	<p>In the event of a child developing suspected coronavirus symptoms whilst attending the setting, they should be collected as soon as possible and isolate at home in line with the NHS guidance.</p> <p>Whilst waiting for the child to be collected they should be isolated from others in a previously identified room or area if possible</p> <p>Where possible, a window should be opened for ventilation.</p> <p>The staff member responsible for the child during this time should be a staff member from their room/area. The manager may consider suitable PPE for this staff member.</p> <p>If possible, the area should not be used for 72 hours after the child has been collected.</p>	<a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe</a>



			<p>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.</p> <p>The person responsible for cleaning the area should wear appropriate PPE.</p> <p>In the event of a staff member developing suspected coronavirus symptoms whilst working at the nursery or they have had contact with a suspected case at nursery, they should return home immediately and isolate at home in line with NHS guidance. The staff member should undergo testing and self-isolate for 10 days if they receive a positive test.</p> <p>The appropriate reporting procedures to the relevant bodies <b>must be</b> followed.</p> <p>Track and Trace is now up and running and we advise people to fully engage with this service if required.</p> <p>A service is available to advise early years providers who have been informed of a confirmed COVID-19 case in their setting.</p> <p>DfE's existing helpline on 0800 046 8687 and select the option for reporting a positive case.</p>	<p>Staff are entitled to tests through an online portal.</p> <p><a href="https://www.gov.uk/guidance/coronaviruses-covid-19-getting-tested#arrange-a-test-if-youre-an-essential-worker">https://www.gov.uk/guidance/coronaviruses-covid-19-getting-tested#arrange-a-test-if-youre-an-essential-worker</a></p>
<b>National Restrictions</b>	Spread of COVID 19	Staff  Children	<p>From March 8<sup>th</sup> 2021, all children are able to attend school. As of the 12<sup>th</sup> April 2021, there are no restrictions on the reasons for parents using wrap around care providers, such as Over the Rainbow.</p>	<p>Keep up to date with any new guidance regarding our opening procedures</p>

		Parents	Over The Rainbow will continue to follow the procedures outlined in our Risk Assessments and Operational Plans. Parents/carers to be updated if any new information relating to the care of their children is released.	
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