

RISK ASSESSMENT FOR: Early Years provider activities during COVID 19 outbreak – After July 19 th 2021		
Establishment: ABC Preschool, Tring	Assessment by: Gill Brownell	Date: 8.9.21
Risk assessment number/ref: RA-001	Manager Approval: Gill Brownell	Date: 20.9.21

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done
Individual risk factors meaning staff / children more vulnerable to COVID-19 Clinically extremely vulnerable (CEV) pupils and staff Shielding for CEV individuals paused on 1st April 2021.	Staff, Students / pupils / wider contacts Spread of COVID 19	Children Existing individual health care plans in place for children to be reviewed. Clear message sent to parents that children should not be sent in if unwell for both Covid-19 and any other illnesses/symptoms. Staff Individuals classed as clinically extremely vulnerable to have a risk assessment undertaken on their role. Setting to discuss arrangements / concerns with individuals and provide assurance of controls in place (i.e. hand washing, enhanced cleaning, ventilation, managing confirmed / suspected cases, LFD testing) and through the risk assessment process determine if any additional measures are required. This should consider if these staff are able to work from home or in areas / roles where limiting close contact is easier. See https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19 Protect vulnerable workers - Working safely during the coronavirus (COVID-19) pandemic (hse.gov.uk)	From 1 st April CEV staff were able to return to the workplace. Individual risk assessments for CEV staff to be reviewed if they cannot work from home. In the event of an individual following specific clinical advice (e.g. a letter from their			

		<p>Nationally every adult has been offered a first vaccine and the opportunity for two doses by mid-September.</p> <p>Asymptomatic testing (LFD testing) Testing remains voluntary but strongly encouraged. Over the summer staff and secondary age students continue to test regularly (x2 weekly) if attending the setting.</p>	<p>consultant/GP stating they should refrain from attending the workplace) it is strongly recommended that settings contact their HR Advisor.</p> <p>COVID-19 booster vaccines to the most vulnerable, starting from September 2021</p> <p>Encourage vaccine take up (both doses)</p>		All staff double vaccinated	June 2021
Setting occupants coming into contact with those with Coronavirus symptoms	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Setting community clear on symptoms of coronavirus: a high temperature, a new continuous cough or a loss of, or change, in their normal sense of taste or smell. Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection followed.</p> <p>These expectations have been communicated to all.</p> <p>Arrangements in place to ensure symptomatic staff / children do not return until isolation period has passed or negative test result confirmed.</p> <p>No symptomatic individuals to present on site.</p> <p>In the event of a suspected case whilst working on site Ensure SLT / Manager are notified.</p> <p>Individual goes home immediately (if awaiting collection by their parent, isolate child in a room behind a closed door, or an area away from others (2M), open a window for ventilation) and self-isolate.</p>				
Setting occupants coming into contact with those with Coronavirus symptoms	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Setting staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask, type IIR) if close contact is necessary. If direct care (such as for a very young child or a child with complex needs) is required then staff giving care to wear a fluid resistant surgical mask (type IIR), disposable apron and gloves.</p> <p>Clear message to parents that if a student is unwell at the setting they are to be sent home or collected immediately.</p> <p>Anyone who has had contact with those with symptoms to wash hands thoroughly. All areas occupied and equipment used by the affected person are to be thoroughly cleaned and disinfected (see PHE cleaning advice https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings.)</p>				

		<p>Children, staff and other adults should follow public health advice on When to self-isolate and what to do - Coronavirus (COVID-19) - NHS (www.nhs.uk)</p> <p>Testing Staff / children who develop symptoms should be PCR tested. Testing is most sensitive within 3 days of symptoms developing. Guidelines on who can get tested and how to arrange for a test can be found in the COVID-19: getting tested guidance.</p> <p>Tests can be booked online through the NHS website https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ Direct link is https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name or call 119 if they have no internet access.</p> <p>Positive case in a setting Those affected self-isolate and do not return to the setting until the end of self-isolation period.</p> <p>See www.hertfordshire.gov.uk/childcarecovidprocess</p> <p>COVID.EYSEducation@hertfordshire.gov.uk From 19th July NHS T&T will undertake contact tracing</p> <p>Asymptomatic testing (LFD testing) Testing remains voluntary but strongly encouraged. Over the summer staff and secondary age students continue to test regularly (x2 weekly) if attending setting. Early years age children are not tested with LFDs</p>	<p>Staff and children who are tested for Covid-19 to inform the setting of result and date of test.</p> <p>A positive PCR test will still require self-isolation regardless of vaccination status or age.</p> <p>Additional PCR kits able to be ordered via https://request-testing.test-for-coronavirus.service.gov.uk/</p> <p>From 16th August 2021 all those under the age of 18 years and 6 months and those adults who have been fully vaccinated will be exempt from self-isolation if a contact of a positive case.</p> <p>Close contacts should take a PCR test and only need to isolate if they test positive or develop symptoms themselves</p>			<p>Staff continue to test twice weekly</p>
<p>General Transmission of COVID-19</p> <p>Ineffective hygiene protocols</p>	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Hand Hygiene Welfare facilities are provided which contain suitable levels of soap and paper towels. All persons to wash hands with soap and water regularly and thoroughly, for at least 20 seconds. Hand washing technique to be adopted as directed by NHS guidance posters in place to reinforce this.</p> <p>Alcohol hand sanitiser used in addition where required. Review existing levels / location of hand sanitiser stations. Provided at reception / entrance/exit points; entrance /reception. Additional hand sanitiser in circulation spaces / rooms where required.</p> <p>Build use into routines staff and pupil routines e.g. on arrival, when returning from breaks, when changing rooms, before / after eating.</p> <p>Site staff to regularly clean the hand washing facilities and check consumables. Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p>				

		<p>Ensure adequate supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p> <p>Catch it, kill it, bin it message reinforced. Staff / children to use tissues when coughing or sneezing and then place the used tissue in the bin before washing hands. (lidded bins in classrooms / other locations for disposal of tissues and other waste)</p> <p>All persons are reminded to not touch their eyes, nose or mouth if their hands are not clean.</p>				
<p>General Transmission of COVID-19</p> <p>Ineffective cleaning</p> <p>High Contact points</p>	<p>Staff, children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Documented cleaning schedule in place, regular cleaning implemented.</p> <p>Ensure that frequent contact points, e.g. door handles, taps, flush handles, toilet door handles, table / desktops, bannisters, telephones, keyboards etc. are cleaned and disinfected regularly.</p> <p>Cleaning materials (e.g. disinfectant spray / wipes) available to staff. Manufacturer's instructions for dilution, application, PPE and contact times for all detergents and disinfectants to be followed.</p> <p>Only cleaning products supplied by the setting / contract cleaners are to be used. Setting to obtain the risk assessment from contract cleaning staff for assurance on social distancing measures and their schedule / methods for cleaning the site.</p> <p>In the event of a suspected case / confirmed positive case on site For disinfection (e.g. following a suspected case) use a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.). See PHE advice COVID-19: cleaning of non-healthcare settings guidance if an alternative non-chlorine based disinfectant is used ensure that it is effective against enveloped viruses i.e. a product to BS EN14476.</p> <p>When cleaning a contaminated area: Cleaning staff to:</p> <ul style="list-style-type: none"> • Wear disposable gloves and apron • Wear a fluid resistant surgical mask (Type IIR) if splashing likely • Hands should be washed with soap and water for 20 seconds after all PPE has been removed. <p>PPE to be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished.</p> <p>Any cloths and mop heads used must be disposed of as single use items.</p>	<p>Preschool will contact the church officers in addition</p>			

<p>Poorly ventilated spaces</p>	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Occupied rooms to be kept as well ventilated as possible (by opening external windows / doors) or via mechanical ventilation systems.</p> <p>In cooler weather open windows just enough to provide constant background ventilation, open windows more fully during breaks etc. to purge the air in the space.</p> <p>Use heating / additional layers of clothing to maintain comfortable temperatures.</p> <p>Ensure key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.)</p>	<p>Use of 3 high level windows opened each session to minimise drafts.</p>	<p>staff</p>	<p>daily</p>	<p>Every session</p>
<p>Access to & egress from site</p>	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Visitors</p> <p>Ensure all visitors / building users are aware of settings expectations. They must follow social distancing, hand washing / use of sanitiser on entry and adhere to any restrictions on accessing parts of the building stipulated by the setting.</p> <p>Volunteers, temporary / supply staff, and other providers are briefed on setting's arrangements for managing and minimising risk.</p> <p>Where visits can happen outside of setting hours, they should.</p> <p>No longer a requirement to collect contact details but this will support NHS Test and Trace. Check in by providing an NHS QR code poster, or alternate method for recording and securely storing names and contact details.</p> <p>Signage in reception regarding good hygiene.</p>				
<p>Provision of first aid</p>	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Where reasonable physical contact should be kept to a minimum e.g. pupils apply cold pack, wipe, plaster where able to do so.</p> <p>Wash hands before / after treatment.</p> <p>Those administering first aid should wear PPE appropriate to the circumstances. Where the injury was significant and thus required close care for an extended period then it would be reasonable to provide PPE.</p> <p>All PPE should be worn properly and removed with care. Wash hands immediately and thoroughly before and after removing PPE.</p> <p>See also Health and Safety and Health & Hygiene policies</p> <p>First aiders to be aware of advice on CPR from The Resuscitation Council Resuscitation Council UK Statement on COVID-19 in relation to CPR and resuscitation in first aid and community settings Resuscitation Council UK</p>				
<p>Provision of personal care</p>	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>Additional PPE in place if required e.g. for intimate care, to be risk assessed and to be based on nature of task and level of contact (e.g. disposable apron, gloves, fluid resistant surgical mask (type IIR) and if there is a risk of splashing to the eyes e.g. coughing, spitting, vomiting then eye protection (e.g. face shield / visor) should be worn.) Face visors or shields should not be worn as an alternative to face coverings. Ensure any reusable PPE such as face visors are cleaned after use.</p> <p>Where a child falls ill with Coronavirus symptoms whilst on site (new continuous</p>				

		<p>cough, high temperature cough or a loss of, or change, in your normal sense of taste or smell.) then staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask) if close contact is required.</p> <p>If direct care (such as for a very young child or a child with complex needs) is required then staff giving care to wear a fluid resistant surgical mask, disposable apron and gloves.</p> <p>All PPE should be worn properly, and removed with care. Wash hands immediately and thoroughly before and after removing PPE.</p>				
Premises safety	<p>Staff, Children</p> <p>Wider safeguarding / safety risks</p>	<p>Ensure all 'normal' tasks / compliance checks are being carried out/planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc.</p> <p>Ensure all key services are operational</p> <p>Legionella Any new 'seldomly' used water outlets to be flushed weekly. Post any lockdown / in the event of closure of any part of the building i.e. where weekly flushing of outlets has not taken place then chlorination / flushing of whole system should take place.</p> <p>Ensure key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.)</p>				
Lack of awareness of PHE / setting controls	<p>Staff, Children / wider contacts</p> <p>Spread of COVID 19</p>	<p>All staff consulted on plans and risk assessment. Parents/ carers informed of measures in place Posters will be displayed at entrance</p> <p>Clear briefing for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance.</p> <p>Volunteers, peripatetic, temporary / supply staff, and other providers are briefed on setting's arrangements for managing and minimising risk.</p>				
Staffing levels	<p>Staff, Children</p> <p>Spread of COVID 19</p> <p>Wider safeguarding / safety risks</p>	<p>Dynamic decisions on staffing levels made dependent on numbers / needs of pupils present in the setting.</p> <p>Reviewed to ensure adequate number of staff in attendance to maintain an appropriate ratio with children and ensure key competencies (first aid etc maintained)</p> <p>Options such as supply staff, splitting classes, SLT cover, partial closure may be required in event of staff shortages.</p>	<p>Local operational decisions on partial closure / closure to be made in event of insufficient available staff to supervise pupils. With a move to remote learning in such circumstances for those pupils affected.</p>			

Relevant links

Guidance for educational settings

<https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19>

Actions for schools COVID operational guidance

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Contingency Framework <https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings>

Protective measures for holiday and after-school clubs

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak#consider-group>

Face coverings in Education <https://www.gov.uk/government/publications/face-coverings-in-education>

Cleaning after a positive / symptomatic case on site

Cleaning of non-healthcare settings <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

Guidance on infection prevention and control for COVID-19

<https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

First aid guidance <https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov>

<https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

CPR on adults <https://www.sja.org.uk/get-advice/first-aid-advice/unresponsive-casualty/how-to-do-cpr-on-an-adult/>

Therapeutic use of Hydrotherapy pools ATACP <https://atacp.csp.org.uk/documents/atacp-recommendations-safe-aquatic-physiotherapy-practice-relation-covid-19-pandemic-0>

Stay at home guidance

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Test and trace <https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace>

Face coverings <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

Return to Recreational team sport framework

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework>

Guidance on shielding and protecting people who are extremely vulnerable from COVID-19

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19#Clinically>

Pregnant employees [Coronavirus \(COVID-19\): advice for pregnant employees - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees)