

# ACORNS PRE-SCHOOL RISK ASSESSMENT: PANDEMIC

<b>Review Date:</b>		16-Jun-20							
<b>Reviewed by (name):</b>		J Blake / L Gaida							

Re-opening from 1st June 2020

This Guidance and Risk assessment directly addresses risks associated with coronavirus (COVID 19) so that measures can be put in place to control those risks for children, families and staff. It is supported by our policies including our sickness and behaviour policies and follows Government Guidelines.

**Based on Risk Measurement for Extrnal Factors - Sickness ie Human Flu/Coronavirus Pandemic resulting in widespread illness the risk Medium / High**

Risk Ref	Risk Description	Consequence (if not addressed)	Likelihood / Impact	Action Required to minimise risk	Action By Whom
1	Not adhering to social distancing	Wide spread of illness, possible death, and closure of setting.	Medium/High	<p>Staff will need to maintain social distancing of 2 meters with other members of staff.</p> <p>Four members of staff will be allocated to a zone and one member of staff will support the zones by maintaining a high level of cleaning in the kitchen, toilet area and outdoor area.</p> <p>Young children cannot be expected to understand social distancing but contact between children and adults will be reduced.</p> <p>Zone areas for small consistent groups with an allocated members of staff. Entrance and exit to the setting will be at the main Gate.</p> <p>Parent need to wait at the indicated points 2 metres apart until called by a member of staff. No parents will be allowed to enter into the preschool setting.</p> <p>Staggered Start / Finish Times reducing the number of parents waiting with their children at any one time.</p> <p>Follow our Behaviour Policy, however due to limited space and social distancing, should a child be upset or unable to cope with the limits in place, we will be collected.</p> <p>The kitchen area will be accessed only by the support member of staff. Moving from the zones or areas will be done by moving one group at a time.</p> <p>Where possible, lunch will be eaten outside.</p> <p>The same children and key person will use the same zone within the setting during the day and subsequent days; play resources within the zone will be cleaned during and at the end of each day</p> <p>Parents to sign new Parent Agreement -Coronavirus (1st June 2020)</p>	Management/ Supervisors
2	Not adhering to hygiene expectations	Wide spread of illness, possible death, and closure of setting.	Medium/High	<p><b>Hygiene</b></p> <ul style="list-style-type: none"> <li>•Toilet facilities will be used by one group at a time, after a group of children have used the facilities the area will be cleaned.</li> <li>•Staff and Children will wash their hands regularly with soap for 20 seconds including on arrival, after using the toilet, before and after eating, and after coughing or sneezing</li> <li>•Children will be encouraged to cough or sneeze into a tissue and bin it.</li> <li>•Children will be encouraged to not touch their mouths, eyes and nose</li> </ul> <p>When possible, windows will be opened for natural ventilation</p> <ul style="list-style-type: none"> <li>•Doors leading outside will be kept open during the day</li> <li>•All necessary items including all soft furnishing and soft toys have been stored</li> </ul> <p>The usual PPE is to be used for intimate care ie apron, disposable gloves.</p>	Management/ Supervisors / Staff

3	Not adhering to cleaning expectations	Wide spread of illness, possible death, and closure of setting.	Medium/High	<ul style="list-style-type: none"> <li>•Handwashing facilities are maintained and cleaned regularly during the day and at the end of the day</li> <li>•Ensure staff have hand sanitiser, surface cleaner and tissues available in their zone.</li> <li>•Bins to be emptied throughout the day and at the end of each day</li> <li>•Staff will have the opportunity to have clothes they have worn during the day washed overnight at the setting</li> <li>•All resources will be cleaned during and at the end of each day.</li> <li>•All outside resources/equipment will be cleaned before a group of children enter the zone and cleaned when children leave a zone.</li> <li>•The kitchen area will be regularly cleaned and high level of cleaning for food utensils will be maintained.</li> </ul>	Management/ Supervisors / Staff
4	Lack of or incorrect use of PPE	Wide spread of illness, possible death, and closure of setting.	Medium/High	Ensure all staff have access and understand how and when to use PPE correctly.	Management/ Supervisors
5	Outbreak of sickness in the setting.	Wide spread of illness, possible death, and closure of setting.	Medium/High	<p>Children will be registered and their temperature taken and recorded. Follow our Health and Safety Policy.</p> <p>Children will not be able to attend preschool should they: Develop a new cough, Have a runny nose, Have a temperature, Been ill and/or need Calpol</p> <p>Should a child become ill or develop a temperature during the day parents will need to be available to collect their child within 15 minutes.</p> <p>If a child or adult becomes unwell full PPE will be should be worn by the supervising member of staff</p> <p>If anyone, staff or child, become unwell with symptoms of coronavirus whilst at the setting, they must go home.</p> <p>Whilst waiting to be picked up they should be moved away from others attending the setting.</p> <p>All PPE used to help a person who is unwell should be double bagged and held for 72 hours before putting in the general bin.</p> <p>Anyone who has helped he person who became unwell does not need to go home unless they develop symptoms themselves.</p> <p>Hands should be washed thoroughly and the affected area cleaned.</p> <p>Follow the guidance in Gov.UK COVID 19 cleaning in non-healthcare settings – 26 March 2020</p> <p>Testing is carried out, if the individual with symptoms test positive, then the rest of their group within the setting should be sent home and should self isolate for 14 days.</p> <p>If the test is negative, the child/member of staff can return to the setting without completing the self-isolation period.</p>	Management/ Supervisors / Staff
6	Management non compliance to Government and Local Authority guidelines	Wide spread of illness, possible death, and closure of setting.	Low/High	<p>Update and monitor policies including Health and Safety, Behaviour, Safeguarding</p> <p>Constant monitorin of guidance and regulation issued by Government including:</p> <ul style="list-style-type: none"> <li>•HCC Local Recovery Guidance for Early Years and Childcare – 15 May</li> <li>•Gov – Planning Guide for Early Years and Childcare Settings – 24 May 2020</li> <li>•Gov UK - Implementing Protective Measures in Education and Childcare Settings 11 May 2020</li> </ul>	Management/ Supervisors
7	Inadequate support for individuals experiencing anxiety issues, bereavement , mental health and general	Staff shortage to extended leave to health issues and non attendance of children	Low/High	<p>Follow existing policies for wellbeing and safeguarding.</p> <p>Being aware of Supervision at any time</p> <p>Open door policy and support for anyone who may need it</p> <p>Keeping upto date with PHE and government advice</p>	Management/ Supervisors

8	Operating fire and emergency procedures during partial opening.	Unable to evacuate safely in an emergency	Low/High	Follow pre-Covid 19 procedures and review if necessary	Management/Supervisors
9	Inadueqate staffing levels.	Closure of setting	Medium/High	Monitor staff for self isolation, sickness Staff taken furlough if needed.	Management/Supervisors
10	Risk to our most vulnerable children not attending the setting	Lack of socialisation, risk in home environment	Medium/High	All children not attending the setting should be viewed as "potentially vulnerable" Regular contact with parents including Tapestry, telephone, facebook Encourage known children at risk to attend preschool	Management/Supervisors / Keyperson