

Risk Assessment for COVID-19 following the systems of control set by the government.		Completed By: Tracey Pritchard	Date completed: W/C 03.09.2020 (Autumn) W/C 04.01.2021 (Spring)		Annual Review date:			
Risk / Guidance	Level of risk before control measures	Who is at Risk	Measures in place to reduce risk	Level of risk after control measures	A	S	S	Full Review
Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school	High	Staff/ Children	Parents to keep children at home if anyone in the household has symptoms. Check on arrival at pre-school that children have no COVID-19 symptoms by speaking to parents.	Medium	√	√		
Clean hands thoroughly more often than usual	High		Children to wash hands on entering pre-school, before and after lunch.		√	√		
Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach	High		Children and staff to cough into their elbow. Ensure tissues available and foot operated lidded bins.		√	√		
Enhanced Cleaning	High		A cleaning schedule will be implemented throughout the setting, ensuring that worksurfaces, door handles, taps etc. are all thoroughly cleaned with an antibacterial		√	√		

			<p>cleaning substance before opening and at the end of the day.</p> <p>On full days at midday disinfect surfaces, especially those used more frequently.</p> <p>Bins to be emptied at midday and separate bin for tissues.</p> <p>Check adequate supplies of materials and appropriate disinfectants are in stock as well as PPE supplies for normal activities.</p>					
Minimise contact between individuals and maintain social distancing wherever possible.	High	Children/ Staff	<p>Use both entrances to pre-school to minimise parent numbers outside pre-school.</p> <p>Although children no longer in separate bubbles, adults to try and maintain social distancing between themselves as far as possible.</p> <p>Parents to stay two meters apart.</p> <p>Parents to limit the number of settings their child attends, ideally attending only one setting.</p>	Medium	√	√		
Engage with the NHS Test and Trace process	High	Children/ Staff	Staff and parents to be informed of the importance to follow NHS Test and Trace process where cases of COVID-19 are	Medium	√	√		

			<p>suspected in individuals or families.</p> <p>Staff members and/or parents to accept they must book a test if they or their child are displaying symptoms.</p> <p>Staff and children must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in pre-school.</p> <p>Staff members and/or parents to provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace.</p> <p>Staff members and/or parents to self-isolate if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19).</p> <p>Staff members and/or parents to inform pre-school immediately if they or someone in the household tests positive for Covid-19</p>					
Maintain wellbeing and safeguarding	High	Children/ Staff	Parents to inform staff if relatives or friends have been lost during the COVID-19 pandemic, or if children have experienced	Medium	√	√		

			<p>other trauma so that the pre-school are able to support these children.</p> <p>All staff to have a reminder on how to respond to a disclosure.</p> <p>Emphasis to be on supporting mental health, with activities designed to support wellbeing, not necessarily academic progress in the early days.</p> <p>Reassure children that school is a safe place to be.</p> <p>Visual timetable in place to support children as school day will be different to normal.</p>					
Lack of knowledge	Medium		<p>Guidance will be sign posted to staff/ parents and this risk assessment explained.</p> <p>We will continually adopt and review new government /PHE guidance as and when it is available and update on Tapestry/Website.</p>	Low	√	√		
External visits to pre-school by professionals.	High		<p>External professionals should only enter pre-school if absolutely necessary and only when the objective cannot be achieved virtually.</p> <p>The systems of control should always be followed.</p>	Medium	√	√		

Sensory resources	High		Resources to be used on a daily basis, with a consistent group of 15 children and thrown at the end of the day. Hands to be washed more regularly.	Medium	√	√		
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