

Covid-19 Risk Assessment

What are the hazards?	Who may be at risk?	Controls Required	Additional controls	Action by who?	Action by when?
<p>Spread of Covid-19 Coronavirus</p>	<ul style="list-style-type: none"> • Staff • Parents • Children • Visitors to the premises 	<p>Handwashing: Hand washing facilities with soap and hot water in place. Stringent hand washing taking place. Paper towels for drying of hands See hand washing guidance. https://www.nhs.uk/live-well/healthybody/best-way-to-wash-your-hands/ Gel sanitisers in any area where washing facilities not readily available. Outside handwashing station installed</p>	<p>Employees and children to be reminded on a regular basis to wash their hands for 20 seconds with warm water and soap and the importance of proper drying.</p> <p>Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace. To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice https://www.publichealth.hscni.net/news/_/covid-19-coronavirus Posters, leaflets, and other materials are available for display. https://www.gov.uk/government/publications/guidance-to-employers-andbusinesses-about-covid-19 https://www.pacey.org.uk/Pacey/media/Websitefiles/PACEY%20general/Coronavirus_advice_for_educational_settings_poster.pdf</p> <p>Rigorous checks will be carried out by practitioners to ensure that the necessary procedures are being followed. Hand sanitizer is provided across the setting. Children will wash</p>	<p>Manager</p>	<p>June 2020</p>

			their hands on arrival, before and after snack, after toileting, before and after they play outdoors and before they go home.		
		<p>Lateral Flow Testing for staff</p> <p>Staff at Constantine Pre-School will be accessing weekly Lateral Flow COVID tests. Staff will be tested on a Sunday evening allowing us to take protective measures and reduce spread should there be positive case. Lateral Flow tests are used to quickly detect the presence of COVID-19 antigens. Many people with COVID-19 have mild, or no symptoms, but can still spread the virus.</p>	<p>Lateral flow tests will be self-administered on Sunday & Wednesday evening by 7pm. Results will then be recorded via the government site and a picture of result (including barcode) will be sent to Kate Shaw (Manager).</p> <p>If a positive test result is given that member of staff will:</p> <ul style="list-style-type: none"> • Self-isolate their whole household immediately (Unless fully vaccinated or aged under 18 years and 6 months) • Book a PCR test through the government website. If the follow up PCR is negative AND the case has no symptoms, case and contacts no longer need to isolate. • Inform management or Committee Chair. <p>Management will then make contact with PHE England, Ofsted and DFE for further guidance.</p>	All staff	<p>February 2021</p> <p>Updated 27/08/21</p>
		<p>Uniform:</p> <p>Staff will wear trousers and uniform top. Staff will wash their uniform after every shift on the highest temperature possible for that fabric. .</p> <p>These steps are to be taken daily to minimise the chance of cross infection.</p>		All staff	June 2020
		<p>Pre-school open to critical workers & specified groups:</p> <p>On return to the Pre-school (conditional on the current status of the pandemic). All staff will attend a consultation day prior to commencing on 01.06.2020. This day will cover back to work interviews, management of the new</p>	<p>07.09.2020 – open to all:</p> <p>Communicate new operational guidance to parents and school (with whom we share access with). This includes drop off and collection from</p>	Manager & staff	Sept 2020

		<p>procedures, consultation of new COVID-19 risk assessment and operational guidance, well-being review, preparation for return etc.</p> <p>Parents have been regularly communicated to throughout. Individual's will be supported on a case by case basis where required. This includes SEND children. Direction to latest government guidance will be provided.</p>	<p>the Pre-school gate and social distancing where possible.</p> <p>Bubble systems are no longer advised by the Department for Education however priority placement risk assessment will be considered in the event of an outbreak in the setting.</p> <p>Day to day Covid-19 safeguarding practice as previously will remain in place. Reduction of footfall within the Pre-school grounds and setting, virtual or out of hours tours of the setting for new families, spaced out learning and play, high frequency hygiene and cleaning.</p>		<p>Updated 27/08/21</p>
		<p>Cleaning: Frequent cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as (but not limited to) door handles, light switches, toys, and resources using appropriate cleaning products and methods</p> <p>Enhanced cleaning: Ensure surfaces that children and staff are touching, such as toys, books, doors, sinks, toilets are cleaned regularly throughout sessions (see enhanced cleaning checklist in Kitchen & Toilet).</p>	<p>Soft furnishing will be reduced with all soft furnishing that cannot be removed will be washed on a high heat or steam cleaned.</p> <p>Any blankets or cushions will be placed in a dissolvable wash bag and transported to the managers home and immediately washed on the highest heat possible for that fabric.</p> <p>04.01.21- Antiviral fogging machine At the end of each day, along with enhanced cleaning procedures, the preschool will be fogged. A fogger is a device that creates a fog and containing a recommended antiviral fogging disinfectant to help kill enveloped viruses. This is then left for approximately 15 hours before re-entry to the setting.</p>	<p>Manager All staff Cleaner</p>	<p>June 2020</p>

			Viro Kill (anti-viral solution) does not contain any harsh ingredients and can safely be used to treat and sanitise all hard surfaces and even most soft furnishings. It can kill 99.9% of pathogenic viruses in under 5 minutes.		
		<p>Visits from external agencies All visitations must be arranged with a member of management prior to visit.</p> <p>Visitors/professionals are asked to wash/sanitise their hands on arrival & exit, to wear a face mask at all times and remain socially distant where possible.</p> <p>On the day of the visit if the visitor is feeling unwell they must notify Pre-School staff and NOT attend the setting</p>	Constantine Pre-School requests that all professionals visiting setting to carry out child assessments must provide own risk assessment prior to meeting and follow setting COVID-19 risk assessment.	Visitor Manager	January 2021
		<p>Social distancing: Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency where possible. https://www.publichealth.hscni.net/news/c-ovid-19-coronavirus https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancingand-for-vulnerable-people</p> <p>Taking steps to review work schedules including start & finish times.</p> <p>To reduce number of staff and children on site at any one time.</p> <p>Redesigning processes to ensure social distancing in place.</p>	<p>Class size will return to maximum occupancy of 26 children per setting</p> <p>Children's bags will be sprayed on entry and exit to setting with anti-bacterial spray.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it where possible. Face masks are optional to parents on collection and drop off, Public Health do not recommend staff working with children. Management checks to ensure this is adhered to wherever possible.</p> <p>The Pre-school will be fogged at the end of the day using an anti-viral spray.</p>	All staff, Parents and children	<p>June 2020</p> <p>updated 6/1/21</p>

		Ensuring sufficient rest breaks for staff.			
		<p><u>Wearing gloves:</u> Where Risk Assessment identifies wearing of gloves as a requirement of the job (for example, nappy changing), an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p><u>Mask & Facial coverings:</u> Only when isolating with a child on the outside veranda whilst waiting for parent to collect, you must wear PPE.</p> <p>Staff are aware of updated guidelines regarding wearing of masks when using public transport and in shops from 24.07.20</p>	<p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>All planned activities (e.g. Forest School & Park) should be risk assessed in light of coronavirus, in conjunction with relevant staff where applicable, and due consideration given to how usual practice may need to be adapted.</p>	All staff	June 2020
		<p><u>Symptoms of Covid-19:</u> If anyone becomes unwell with a new, continuous cough or a high temperature in Preschool they must be sent home and advised to follow the staying at home guidance.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, with appropriate adult supervision. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk.</p>	<p>Anyone displaying a temperature of 37.7 degrees and a above and/or new, persistent cough or whom report loss of taste and smell, will be denied entry to Pre-school and medical advice must be sought.</p> <p>Line managers will offer support to staff who are affected by Coronavirus or has a family member affected.</p>	All staff	June 2020

		<p>Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people</p> <p>Line managers will maintain regular contact with staff members/parent of child during this time.</p> <p>Access to testing will be available to members of staff who are symptomatic https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p>			
		<p>Mental Health:</p> <p>Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help</p> <p>Reference - https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/ www.hseni.gov.uk/stress</p> <p>Management in regular communication with Furloughed employees via telephone.</p> <p>Consultation day prior to return.</p>	<p>Regular communication of mental health information and open-door policy for those who need additional support.</p>	<p>Manager</p>	<p>June 2020</p>

		Back to work interviews.			
		Supervisions.			

Document written by: Kate Shaw (Manager)
reduce.

Implemented: 22/06/2020

Updated: 27/08/2021

Review: Weekly until pandemic risks