

RISK ASSESSMENT – CHILDREN ON SITE DURING COVID-19 PANDEMIC

Assessment No:	56A	Area/Activity:	CARE OF CHILDREN ONSITE DURING COVID-19 PANDEMIC	Carried out by:	LH	Original date: 2020.07.06	03.03.2021
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NB IF YOU UPDATE THIS RISK ASSESSMENT PLEASE EMAIL TO LORNA HODGETT FOR UPDATING ON THE WEBSITE AND ONTO R DRIVE

Risk Appraisal: WITHOUT Controls:

Hazard	Current Control measures in use	WITHOUT Controls in place			Further Control Measures	Action	Completed Date
		Severity of Harm S (1,2,3,4,5)	Likelihood L (1,2,3,4,5)	Risk Level (S x L)			
<p>COVID-19: Easily transmitted disease- Catching the coronavirus can lead to severe symptoms including fatalities. NHS have advised on particularly vulnerable groups.</p> <p>In the nursery context Staff, children, volunteers, parents, contractors & the wider community are at risk.</p> <p>Suspected Covid-19 Symptoms:</p> <p style="color: red;">High Temperature New Continuous Cough Loss of taste/smell</p> <p>See advice: https://www.nhs.uk/condition/s/coronavirus-covid-19/symptoms/</p>	<p>Government plans for all Early Years settings to re-open fully in June 2020</p> <p>UK government is managing the national response & alert level- informing local emergency response teams who are examining prevalence of the disease in the locality.</p> <p style="background-color: #e0e0e0;">*UK Government alert level four – very rapidly rising rate of virus infection in the area- Stay at Home message.</p>	5	4*	15	<p>The risk assessment below seeks to reduce the risk to the onsite staff, children, their families and the wider community as far as is practicable</p> <p>See link below to government guidance which should be read in conjunction with this risk assessment:-</p> <p>https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-need-to-know-about-early-years-providers-schools-and-colleges-during-covid-19</p>	<p>Centre Manager to review risk assessment procedures upon receipt of further information, such as the DfE guidance or locality Public Health team, & to ensure that all staff attending site have indicated that they have read & understood the control measures below.</p>	3.3.2021



- Early years settings remain low risk environments for children and staff. 0-5 year olds continue to have the lowest confirmed rates of coronavirus of all age groups, and there is no evidence that the new variant of coronavirus disproportionately affects young children. Evidence shows that pre-school children are less susceptible to infection and are not playing a driving role in transmission. There is no evidence the new strain of the virus causes more serious illness in either children or adults and there continues to be strong evidence that children are much less susceptible to severe clinical disease than older people.

Government advice: Whether your child attends nursery, a childminder or another early years setting is your decision, but we do encourage you to take up a place for your child. Attending childcare is very important for the wellbeing and education of children, and supports families.




[Shielding advice](#) is currently in place and children who have been confirmed as clinically extremely vulnerable are advised not to attend education or childcare.

Risk Reduction Plan:

Hazard	Current Control measures in use	With Controls in place			Further Control Measures	Action	Complete d Date
		Severity of Harm S (1,2,3,4,5)	Likelihood L (1,2,3,4,5)	Risk Level (S x L)			
<p>Hazard= Spread of disease in the community Action= Minimise risk of infected people coming onto site</p> <p>If presenting with the following symptoms the following advice is given by the NHS:-</p> <p>High Temperature New continuous cough Loss of taste/smell</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/</p> <p>Actively engage with test & trace if symptoms develop:-</p> <p>- Book a test: https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p> <p>- Provide details of close contacts https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus</p> <p>- self isolate https://www.gov.uk/government/publications/covid-19-stay-</p>	<p>It is a requirement that people who are ill stay at home</p> <p>Children, staff & other adults must not come onto school/nursery site if they have coronavirus (COVID-19) symptoms, have tested positive in the last 10 days. Or if they otherwise feel unwell, (young children in particular can display a variety of mild, apparently unrelated symptoms, e.g. headache, tummy ache and therefore should self isolate until the results of a covid test are known, and then act according to the instructions given)</p> <p>Staff instructed to self-check for any of the indicated symptoms before attending site.</p> <p>Staff are encouraged to engage with twice weekly rapid result Lateral Flow testing to identify asymptomatic cases & break chains of transmission.</p>	5	3 (People connected with Pupils/children who can socially distance adequately)	15	<p>If anyone in the school/nursery becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 10 days from when the symptomatic person first had symptoms.</p> <p>If any of the covid-19 symptoms are present in anyone present on site, then arrangements MUST be made to remove affected person from school/ nursery immediately into self-isolation. This is the separate toilet area at the front of school OR the staff room at nursery. If staff ratio prevents removal to staff room then the child must be removed to a separate area of the room, distant from all other children and staff</p> <p>All OOS staff have received management advice that the school's risk reduction control</p>	<p>Posters situated appropriately around site, plus reminders on regular communications in letters/social media/website- to remind the community about these public health measures.</p> <p>Ensure staff all know where isolation rooms are, the best route to get there without compromising other groups and the protocols to use this area if a person presents with symptoms and needs to wait inside the building for collection, (waiting at 2m+ outside of the main door is preferable if appropriate to the needs of the child)</p> <p>PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance</p> <p>School-PPE equipment is available in a box in the entrance to the covid-isolation room. Checked daily by the admin team. Nursery-PPE equipment is in the basket in the staff room and each room has access to gloves and aprons. Staff wear their own mask. Checked daily by the SL team.</p> <p>Administration/ management team to track staff & pupil/ child absences & status</p>	
		5	4 (People connected to Pupils/children who CANNOT effectively socially distance adequately, e.g. EYFS, Y1, SEND)	20			

<p>at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p> <p>Rapid Lateral Flow Testing:- https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-for-staff-in-primary-schools-and-nurseries/rapid-asymptomatic-coronavirus-covid-19-testing-for-staff-in-primary-schools-school-based-nurseries-and-maintained-nursery-schools</p>	<p>Parents have been alerted regarding these symptoms, and directed not to send their children to school with these symptoms, or attend themselves onto site.</p> <p>If a staff member, or a member of their household, has symptoms of COVID-19, employees will be able to book a test directly for themselves or members of their household who are experiencing symptoms – a high temperature or new continuous cough https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested#arrange-a-test</p>				<p>system's efficacy is dependent upon staff strictly following the government's social distancing advice between duty shifts. Formal disciplinary measures will be enacted if these are breached.</p> <p>All Acorn staff have received management advice that the school's risk reduction control system's efficacy is dependent upon staff strictly following the government's social distancing advice between duty shifts. Formal disciplinary measures will be enacted if these are breached.</p> <p>Response to any infection: Following local health protection team advice: https://www.gov.uk/guidance/cont-acts-phe-health-protection-teams#east-midlands-hpt</p>	<p>regarding necessary time off self-isolating before returning to site.</p> <p>Admin/ management team to maintain a proportionate record of pupils/children & staff in each group, & any close contact that takes place between people in different groups.</p> <p>Administration/ management team to ensure correct dissemination of information regarding testing, actively promoting track & trace with enquiries. Lorna Hodgett/ Nina Armstrong to check. https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</p>	
<p>Infection Control:</p> <p>Covid-19</p> <p>https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19</p>	<p><u>A robust hand and respiratory hygiene</u></p> <p>- Hands must be washed thoroughly for at least 20 seconds with soap and water (or sanitised if water and soap are not available) regularly: at least when entering the school building, before/after eating food and after having played outside where they have worn their coats.</p> <p>-if pupils/children cannot hand wash correctly then they are to be supervised to do so by staff member. Hand sanitiser is not as effective as washing hands thoroughly with soap and water</p>				<p>Staff reminded daily to check on themselves & co-workers- whistleblowing policy reminder.</p> <p>Daily check on hygiene resources in classrooms:</p> <ul style="list-style-type: none"> - poster clearly displayed - adequate soap - bins emptied during day - Disinfectant spray & cloths <p>Only one child/adult to use toilet areas at a time in school</p> <p>Educate children with age-appropriate approved lessons on hygiene & infection control through promotion of "catch it, bin it, kill it" approach.</p> <p>Ensure rooms are well ventilated- checked by every member of staff entering a room.</p>	 <p>Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze and throw the tissue away straight away</p>	
 <p>Wash your hands more often and for 20 seconds</p> <p>Use soap and water or a hand sanitiser when you:</p> <ul style="list-style-type: none"> • Get home or into work • Blow your nose, sneeze or cough • Eat or handle food 							

	<p>-Avoid touching the face.</p> <p>-Cover mouth & nose with a tissue, or sleeve, when you cough.</p> <p>-Posters reminding people on site to comply with correct hygiene requirements: promotion of “catch it, bin it, kill it” approach</p> <p>Adults (including staff and visitors) should wear face coverings in situations where social distancing between adults is not possible.</p>				<p>Staff who move between bubbles to cover lunches or OOSC to wear visors at all times and maintain a 2m distance from the children.</p> <p>Visitors to the nursery (essential only) are asked to wear masks/visors at all times.</p> <p>Staff have been asked to wear masks/visors, when they move outside of their bubble even if in they choose not to wear face covering whilst within their bubble.</p> <p>In early years setting, we recommend that face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in early years settings do not need to wear a face covering.</p> <p>Face visors or shields should not be worn as an alternative to face coverings. They may protect against droplet spread in specific circumstances but are unlikely to be effective in reducing aerosol transmission when used without an additional face covering. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.</p>	<p>Staff to follow guidance- line managers to check on & ensure compliance.</p> <p>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</p>	
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<p>Cleaning & Waste:</p> <p>Hazard:- “The covid-19 virus is easily transmitted and can “live” for up to 72 hours on hard surfaces such as hard plastic/metals”</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p>	<p>Enhanced cleaning arrangements</p> <p>All rooms cleaned regularly with disinfectant, after the children have left – paying particular attention to “touch points” such all hard surfaces, handles, doors, push plates, sink area.</p> <p>Room staff team to check disposable cloths, spray disinfectant and blue roll is in the room each day ready to wipe down lpads, touch panels etc.</p> <p>Play equipment for outside use, can be used at playtime and lunchtime, but it should not be mixed and should be cleaned at the end of use. As far as possible small play equipment will be boxed up per pod- minimising cross contamination & shared usage- cleaned regularly</p>				<p>Daily check on adequate supplies of Cleaning materials & PPE</p> <p>Site Manager to check that cleaners have completed this each day</p> <p>Site Manager to ensure all staff are aware of how and when to use this equipment.</p> <p>PPE available for cleaning team & staff involved in cleaning areas (gloves/ tissues/ hand towels, disposable aprons)</p> <p>Enhanced PPE available for all staff cleaning bodily fluids such as sick and urine, or when changing nappies for children in school (face visor)</p> <p>Encourage pupils to wash their hands thoroughly after using toilet- signage & education, (signage by site manager & education by teachers/TAs)</p>	<p>Wash hands regularly with soap and water, and after removing gloves, aprons and other protection used whilst cleaning</p>  <p>Cleaning an area with regular household disinfectant after someone with suspected coronavirus has left will reduce the risk of passing the infection on to other people</p>  <p>Wherever possible, wear disposable or washing up gloves and aprons for cleaning. These should be double bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished</p>  <p>Using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles</p>	
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What you need to know

- cleaning an area with normal household disinfectant after someone with suspected coronavirus (COVID-19) has left will reduce the risk of passing the infection on to other people
- wear disposable or washing-up gloves and aprons for cleaning. These should be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished
- using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles
- if an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), use protection for the eyes, mouth and nose, as well as wearing gloves and an apron
- wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning

<p>Minimise contact between individuals and maintain social distancing wherever possible</p>	<p>Reduce contacts and maximise distancing between those in school wherever possible and minimise potential for</p>				<p>Reduce the number of contacts between children & staff by maintaining groups separately in pods & through maintaining distance between individuals.</p>	<p>Minimise movement round site</p> <p>Avoid large gatherings</p> <p>Use of Shared staff rooms minimised</p>	
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<p>Avoid catching and spreading Covid-19 <u>Social Distancing</u></p> <p>Government Advice on Social distancing in an education setting:</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings</p> <p>...and trying to implement as far as is practicable the government's social distancing guidelines:-</p> <p>https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing</p>	<p><u>contamination so far as is reasonably practicable</u></p> <p>Grouping children together: Maintain own bubbles (rooms) -Assigned members of staff for the children to ensure compliance in social distancing.</p> <p>Avoiding contact between groups: - Break times and lunch times to be staggered and staff to remain in their building. Only to pass through when using kitchen or washing machine</p> <p>-Avoid close face to face contact where possible</p> <p>Staff maintaining distance from pupils and other staff as much as possible: -Lines marked on floor identifying 2m distance in corridors (for queues etc).</p>				<p>Separating groups</p> <p>Distancing</p> <p>Both are helpful measures</p> <p>-Remind children of hygiene and the reasons for this</p>	<p>Avoidance of gatherings of parents at gates in morning</p> <p>Coming onto school or Acorn site without an appointment not allowed. Admin office to regulate & set up alternatives including through MSTeams where possible.</p> <p>- Visitors, delivery drivers, Parents/ carers etc must communicate to office staff initially without entering the building</p> <p>-all adults on site are requested to wear face coverings, including parents dropping off/collecting.</p> <p>-minimised number of extra adults on site for example by requesting just one parent to collect children.</p> <p>-senior staff on duty before/after school to promote adherence to the rules, answer queries, ensuring good communication & behaviour of pupils as they leave site.</p>	
<p><u>Minimise impact to health of people contracting covid-19</u></p>	<p>Staff who have indicated, or known to be, in the NHS vulnerable category have been directed to self-isolate for 12 weeks (shielding). Staff indicating that they are in the NHS advisory group- have been directed to ascertain from their GP whether they are available to work in school or not.</p>				<p>Completed written report on staff status. Parents advised to ascertain status of pupils & household members prior to coming onto site.</p> <p>Current advice on shielding:- 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</p>		

<https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing#clinically-vulnerable-people>

<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>

Pupils in NHS vulnerable/advisory categories have been similarly directed to not attend site/referred to their GP for advice.

Expectant mothers (particularly in the first and third trimester) must wash their hands more frequently, disinfect their workstations adequately as necessary and maintain at least a distance of 2m+ at all times from others; if these conditions cannot be met they will be asked to work from home. Separate & detailed guidance is available from the Midwives association & used when writing an individual risk assessment for/with the relevant staff member.

Current shielding guidance-children:-
<https://www.rcpch.ac.uk/resource/covid-19-shielding-guidance-children-young-people#children-who-should-be-advised-to-shield>

Where appropriate and if necessary, Lorna Hodgett will work with parents who have notified her that their child has shielding requirements and individual risk assessments may be written by her in conjunction with the parents.

<p>Additional Measures</p>	<ul style="list-style-type: none"> - Keep well ventilated (doors/ windows/ skylights open as necessary) -Aircon units draw in fresh air and can be used (see HSE advice on the right) - Avoid multi-person use of equipment and resources where possible -shared equipment must be regularly cleaned - Reduce room resources to a minimum to allow for cleaning after use. Limited soft furnishings and toys (must be washed each week and not shared) -fire doors will be kept open during the day to minimise personal contact onto push plates/handles, (they will need to be closed in the event of a fire alarm sounding) -Other internal doors such as toilet/classroom/office doors will be left open during the day, to increase ventilation 				<p>Children & parents have been asked to only bring in necessary items into school and not their own toys</p> <p>Only medication to be administered will be controlled drugs or long term antibiotics or allergy medication or preventative migraine medication</p>	<p>The risk of air conditioning spreading coronavirus s (COVID-19) in the workplace is extremely low as long as there is an adequate supply of fresh air and ventilation. You can continue using most types of air conditioning system as normal. 9 Jul 2020</p> <p>www.hse.gov.uk > coronavirus > equipment-and-machinery</p> <p>Air conditioning and ventilation during the coronavirus ... - HSE</p>
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Reporting of Coronavirus under RIDDOR to HSE

The HSE has issued details of when and how you should report coronavirus incidents under RIDDOR (the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013).

You must only make a report under RIDDOR, relating to coronavirus, when:

- an unintended incident at work has led to someone's possible or actual exposure to coronavirus. This must be reported as a dangerous occurrence

- a worker has been diagnosed as having COVID-19 and there is reasonable evidence that it was caused by exposure at work. This must be reported as a case of disease.
- a worker dies as a result of occupational exposure to coronavirus.

Also notify the DfE if a staff member dies on the email address: CSCcovid.NOTIFICATIONS@education.gov.uk

Risk Rating	Likelihood of Occurrence x Severity of Harm
Likelihood of Occurrence	1 rare / 2 unlikely / 3 moderate / 4 likely / 5 almost certain
Severity of Injury	1 minor / 2 moderate / 3 significant / 4 major / 5 catastrophic