

SUBJECT OF ASSESSMENT: Making the Setting Covid 19 Secure
LOCATION: John Perry Infant Hall, Playground, Toilets and Corridors
ASSESSOR: Seraphina Lewis
DATE OF ASSESSMENT: 12th July 2020

People Affected Who might be harmed	Risk(s) What are the risks and how will affected people be harmed	Control Measures What are you going to put in place to reduce the level of risk happening? (See daily and weekly checklist where relevant)	
Children and staff	Danger to vulnerable staff and children Children and staff who have underlying health conditions have a higher risk of becoming seriously ill if they contract Covid-19	<ul style="list-style-type: none"> • Staff who are medically vulnerable to be individually risk assessed. • Parents not allowed in the hall • Staff showing symptoms of the virus must follow the guidelines on self-isolation. • Have discussions with children regarding isolation, distancing and hygiene, whilst recognising the challenge of social distancing for children. • Parents must inform us if their child has underlying health conditions and discuss how we can manage the risk for the individual child • Children will be in year group 'bubbles' as follows: <ul style="list-style-type: none"> ➤ ARP & Reception ➤ Years 1 & 2 ➤ Years 3 & 4 ➤ Years 5 & 6 	
Children and staff	Transmission of virus through close contact (touching, coughing, sneezing etc)	<ul style="list-style-type: none"> • Anyone who is unwell with CV-19 symptoms do not attend club. • Hands washed regularly after each part of the session for at least 20 seconds and with running, warm water. • Staff and children follow the Catch it, Bin it and Kill it routine of good respiratory hygiene • Social distancing rules adhered to where possible and appropriate (children will find this difficult - the younger they are the harder this is). • Work with the school to establish how they have allocated children in bubbles and if possible, try to keep children in the same or similar bubbles. • Add "tissue stocked" to our daily check list to ensure we always have a sufficient supply of tissues • Spend as much time outdoors to reduce the risk of transmission 	

		<ul style="list-style-type: none"> • PPE including face shields and masks to be worn by staff if a child becomes unwell or there is a risk of vomiting, coughing and sneezing. 	
Children and staff	Transmission of virus through indirect transmission (touch and surface contact)	<ul style="list-style-type: none"> • Add to daily checklist – “wipe clean all door handles, bathroom taps, flush and high contact areas” • Purchase and use a small bin with lid for ‘catch it, bin it, kill it’ items and surface / resource cleaning items • Anti bac gel used by children and staff on arrival to the setting. • Toys and resources rotated and steam cleaned after daily use. Limit the number of soft furnishings and toys to a ‘must have’. Soft toys to be steam cleaned daily • Tables wiped clean before meal times and each time activities change • Lap tops, tablet and other shared equipment wiped clean between each child taking their turn • No shared use of cups, crockery, fabric resources, musical instruments that are blown, etc. • Meal time routines ensure all eating utensils are thoroughly cleaned after use. (disposables?) • Toilet trips to be carried out routinely in bubbles with cleaning in between 	
Children and staff	Staff or Child Develops symptoms during the session	<ul style="list-style-type: none"> • Staff who become unwell with Covid-19 symptoms whilst at setting will be sent home and are required to remain at home for 7 days or until they receive a confirmed negative test result. • Children who become unwell with Covid -19 will be isolated in the school’s isolation room, the school needs to be notified asap to ensure it is not used within 72 hours after the incident. . The room will be deep cleaned after the incident. • The child’s parent will be called to arrange collection of the child asap. One member of staff will supervise the child while waiting for the child’s parent to arrive. The child will be given a face mask (depending on age). The supervising member of staff will wear a face covering and face shield. The child will be unable to return to club for 7 days or until they receive a confirmed negative test result. 	
Children and staff	Drop Off and Pick Up	<p><u>Breakfast Club</u></p> <ul style="list-style-type: none"> • Parents will drop their child at the hall entrance via the playground • Staff will sign the children in • Parents are not permitted in to the hall • Staff will escort the children to their classroom lines in the playground at the following designated times 	

		<p>Year 1 & 2 – 8.40am Year 3 & 4 – 8.55am Year 5 & 6 – 9.10am</p> <p><u>After School Club</u></p> <ul style="list-style-type: none"> • Staff will collect children from their classrooms at the following times Year 1 & 2 – 3.00pm Year 3 & 4 – 3.15pm Year 5 & 6 – 3.25pm • At pick up time parents will collect their child from the hall entrance via the playground. A member of staff will hand their child over at the door. Parents are not permitted to enter the hall • The only exception is if a parent needs to make a payment they can come in as long as social distancing rules are adhered to. • Direct Debit will be the preferred method of payment. 	
Children and staff	Mealtimes	<ul style="list-style-type: none"> • Tables must be cleaned before and after mealtimes. • Staff will prepare and serve the meals. • Children will sit on alternate stools around the meal table ensuring that no child is next to or directly in front of another. • Children helper will be temporarily put on hold and there will be no self serving of meals. • Children must not share cutlery, cups or plates or swap food items. • Cutlery, cups, utensils ect must be washed and sterilised in boiling water or steamed with the steamer. 	
Children and staff	Toilet Trips	<ul style="list-style-type: none"> • Children are to be escorted to the toilet in bubbles • Staff are to take the Toilet Caddy with soap, toilet roll, hand towels and cleaning spray • Staff are to clean wipe down the taps after each use 	
Children and staff	Activities and Play Routine	<ul style="list-style-type: none"> • Weather permitting most if not all activities will be outdoors. The children will be separated according to their bubbles when outdoors 	

		<ul style="list-style-type: none"> • When indoors If possible, the group will be separated into smaller groups according to the school's bubble system as follows: <ul style="list-style-type: none"> ➤ ARP & Reception ➤ Years 1 & 2 ➤ Years 3 & 4 ➤ Years 5 & 6 • Toys and equipment will be wiped and steamed before and after each session. • Table divider and floor markings will be used to create small areas for children to help maintain their bubbles. • Toys and equipment will be rotated regularly. 	
Children and staff	Staff Training	<ul style="list-style-type: none"> • Prior to returning to work staff will take "Prevent Covid-19" online training and watch a "Corona Virus in Early Years" webinar presentation. • Staff will be giving the details of the risk assessment in a staff meeting 	