



Corona Virus risk assessment

The below measures will ensure the nursery adheres to the government guidelines and risk of the spread of infection is reduced as much as possible. Principally this is through:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices
- regular cleaning of settings
- minimising contact and mixing

While the nursery will do everything in our power to reduce the risk of spreading infection it is impossible with any level of human contact to eradicate every possibility of this.

Hazard	People at risk	Measures put in place to reduce risk	Action (who, when?)	Action completed	New risk level	
Social distancing (government recognise that under 5s cannot socially distance)	Medium risk level to all children and staff	Several staff areas for staff to use for lunch breaks	Glen to prepare new staff areas	30/5/20	Low	
		No parents through security doors	Glen erect sink	30/5/20	Low	
		Sink erected in car park so parents clean children's hands before entry				
		Only one parent to bring and collect children to reduce numbers in car park	Chris purchase lockers	25/5/20	Low	
		Staff to queue to use lockers				
		Cook to leave meals on trolley outside kitchen so she doesn't have to go into each room	Chris purchase trolley	29/5/20	Low	
		Dividing rooms in half to reduce mixing of				

		<p>groups. Children will stay in their social bubble and not mix with other groups where at all possible</p> <p>Children in garden room to have outdoor access with doorbell installed at gate to reduce mixing groups</p> <p>3 entrances created to reduce mixing of people</p> <p>Meal times in bubbles to reduce mixing groups</p> <p>Beds spaced out through room</p> <p>Tape on floor of some rooms to enable access to toilets in rooms</p> <p>Breakfast items (cereals/milk etc) to be placed on trolley by Tina for staff to take into rooms</p> <p>Reduced numbers of staff in kitchen</p> <p>Dirty crockery from rooms after meals to be stacked by staff on trolley for washing</p> <p>Parents kept up to date with measures</p> <p>Ensure bathrooms don't become crowded during routine hand washing times</p> <p>Specific staff assigned to particular rooms for staff lunch cover</p>	<p>Staff move furniture</p> <p>Glen install doorbell</p> <p>Director purchase extra tables</p> <p>Staff</p> <p>Staff</p>	26/5/20	<p>Low</p> <p>Low</p> <p>Low</p> <p>low</p>
Drop off/collection	Potential risk to children/staff	<p>Parents asked to stay 2 metres apart on car park</p> <p>Only 2 parents in reception at once, distanced</p> <p>Only one parent from each family to bring and collect child</p> <p>Staff to give brief verbal feedback in car park</p> <p>Children will not be permitted to bring toys to nursery</p>	<p>Parents</p> <p>staff</p>	All parents alerted to need to keep socially distanced 28/5/20	low
Sickness of staff/children whilst on site	Medium risk to other staff and children on site	<p>If temperature is raised on entry advised to return home</p> <p>If a child has been given Ibuprofen or Paracetamol within 4 hours of coming to nursery they will be asked to return home</p> <p>If a child develops symptoms during their</p>	<p>Senior staff to take temperatures on entry</p> <p>PPE kept in old staffroom in</p>		low

		<p>nursery day parents MUST collect their child within one hour</p> <p>If a person becomes sick on site- they will be taken to separate area and cared for until parents collect (carer use full PPE) If a sick child needs to use the bathroom it must be cleaned before others use it Staff member caring for sick child must wash hands for 20 secs after contact</p> <p>If a child is sent home they must apply for a test and not return to nursery until they have a negative result. If a test is not obtained then the family must remain at home for 14 days before returning to nursery in line with government guidance If a sick child has a positive test result parents of children in the bubble affected will be alerted and asked to self isolate for 14 days</p>	<p>case of emergency Senior staff to deal with sick child</p>		
Isolation period		<p>If a child or staff member becomes unwell they must self isolate for 7 days. Their family members must self isolate for 14 days Staff and children who become unwell are encouraged to get tested If a child or staff member is tested and the result is negative they can return to nursery and other family members can end self-isolation If a child or staff member tests positive then everyone in their bubble must be sent home and asked to self-isolate for 14 days (the other family members do not need to self-isolate unless the child or staff member develops</p>	<p>Parents to understand new requirements</p>	<p>Parents told of new requirements 30/5/20</p>	<p>low</p>

		<p>symptoms (see below taken from implementing protective measures in education and childcare settings- updated 12.5.20)</p> <p>To obtain a test see https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/</p>			
Emergency contact update	Children could be at medium risk	All parents contacted to provide updated emergency contact details	Senior team to send out update letter Parents to update details	27.5.20	low
Children's hygiene procedures	Children and staff could be at medium risk	<p>Staff to teach children to wash hands appropriately and often</p> <p>Children to wash their hands after using the toilet, before and after meals, after using the garden and discouraged from touching their nose, face or mouth</p> <p>Handwashing posters displayed and rotated through nursery</p> <p>Sink installed outside Explorers 2</p> <p>Staff remind children to cover coughs and sneezes (Catch it, bin it, kill it) and to wash hands afterwards</p> <p>Temperatures taken before entry</p> <p>Keep windows open to increase ventilation</p>	Staff briefing to detail new requirements Staff laminate posters	Staff briefing 27/5/20	low
Cleaning equipment	Medium risk level to staff and children	<p>PPE bought to be used by staff</p> <p>All resources used each day to be cleaned, washed in hot soapy water and then sanitized after nursery hours</p> <p>Cushions reduced and those left washed each day</p> <p>Soft toys reduced and those left washed each</p>	Chris to purchase additional PPE and towels Staff to prepare rooms before opening	<p>20/5/20</p> <p>29/5/20</p> <p>27/5/20</p>	low

		<p>day</p> <p>All handles/light switches/ exit buttons/ toilets/flush/taps/metal door panels/sofa/tables/chairs/bannisters cleaned twice daily (washed with soapy water and sanitized).</p> <p>Sink to be installed outside Explorers 2 to support handwashing with children returning from garden play</p> <p>Staff trained in infection control</p> <p>Opening times of nursery reduced to enable staff to clean resources ready for use the following day</p> <p>Cleaning of electronics such as nursery phone, tablets, keyboards, remote controls, access buttons to be cleaned and sanitized twice daily</p> <p>Cleaners to return from 1st June to supplement cleaning of rooms daily</p>	<p>Glen</p> <p>Ginny to train staff</p> <p>Staff</p>	<p>30/5/20</p> <p>27/5/20</p>	
Sharing resources	Medium risk to children and staff	<p>No sharing resources between rooms</p> <p>Resources placed in shed/ on landing and kept in rooms through the day</p> <p>Resources rotated daily</p> <p>Staff to dish up meals and serve food onto individual plates using gloves</p> <p>Fruit at snack time to be given to children on individual plates</p> <p>Jugs to be kept in rooms and staff to pour drinks for children</p> <p>Use and then recycle containers/boxes/pots etc for water and paint</p> <p>Each room to have own art resources</p> <p>Remove resources that could spread infection- eg sand, playdough</p>	<p>Staff to implement</p> <p>Staff to implement</p> <p>Staff to prepare art before nursery opens</p>	29/5/20	low

Outdoors space	Low risk to children and staff	3 divided zoned areas so groups can have lots of outdoors play without mixing Garden size increased to include car park area Resources cleaned at end of day	Builders to erect fences to create zones	26-29 May 2020	low
PPE use	Medium risk to staff	Face coverings provided for staff using public transport and nappy changing Disposable aprons and gloves ordered for staff use PPE used (inc face covering) if sick person cared for on site	Face coverings purchased	20/5/20	low
Miscellaneous hazards: Contaminated shoes Long fingernails Close contact eg hugging Meetings in office Staff signing in Visitors to nursery	Potentially medium risk to staff and children	Outdoor shoes stored outside rooms Staff to keep hair tied back/finger nails short/indoor shoes or socks/ Staff to wash hands in car park sink for 20 seconds on entry Reduced hugging where possible (though children need hugs, especially when upset) No meetings in office due to size of room Senior staff member to sign each staff member in so pens are not shared Visitors will not be allowed entry during nursery hours, with the exception of emergency maintenance staff (who will not be allowed in rooms with children)	Staff Ginny,Charlotte, Lewis,Kerry	29/5/20	low
Supply of food	Medium risk to cook	All deliveries to be left in reception and unpacked with gloves on All tins left for 2 days before opening	Tina or Ginny	When deliveries arrive	low

Transport	Medium risk to staff using public transport	Staff issued with face coverings for use on public transport Public transport kept to a minimum where possible	All staff using public transport		
COSSH	staff	COSSH records updated, accounting for new chemical substances used Staff to ensure they understand how and when to use chemicals	Tina to update	30/5/20	low

What happens if someone becomes unwell at an educational or childcare setting?

If anyone in an education or childcare setting 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 the [COVID-19: guidance for households with possible coronavirus infection guidance](#).

If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. 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.

PPE should 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).

In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive (see 'What happens if there is a confirmed case of coronavirus in a

setting?’ below). They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the [COVID-19: cleaning of non-healthcare settings guidance](#).

What happens if there is a confirmed case of coronavirus in a setting?

When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.

Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England’s local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.