

# Bratton Fleming Pre School CIC Risk Assessment: COVID-19

Risk Assessment carried out by: Holly Humphreyson

Date of Activity: From 25th April 2022

Date written: 25/04/2022

Date to be reviewed: Daily

Date updated:

Activity: Coronavirus

Location of activity: Pre School

List significant Hazards:	Groups of people at risk:	List existing ways to reducing the risks:	Action needed:
Risk of infection and transmission	All	<p>Due to Pre School being on the school grounds and no families able to walk through the school car park due to their risk assessment, we only have one way both into and out of Pre School. All Pre School families must enter via the gate at the bottom of Pre School, walk up the path and wait alongside the fence for staff to take children in/out. Once parents have dropped their children off, they are required to walk back down the path and exit via the gate. Pre School are requesting parents/carers to ensure there is enough room for others to pass and be sensible and respect each other.</p> <p>Parents/Carers not to enter building under any circumstances when dropping off/collecting children, ring buzzer and await staff to bring children in/out. There is a sign by the buzzer which asks all parents/carers/visitors to wait there and not to come any closer to the door.</p> <p>If a parent is collecting their child, other parents are asked to wait at the corner by our Woodlands area until they have passed you with their child. This is to allow more space, and to offer parents some privacy if</p>	Directors, Staff and Parents to be informed of all changes to the Pre School. Everyone updated and kept informed each time the risk assessment is changed/reviewed.

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		<p>they wish to speak to staff at the door.</p> <p>If a parent would like to talk to staff we are requesting this is done via email, telephone or Tapestry memo function. If there is something they would like to discuss in person this will need to be arranged for a convenient time for all. Staff will meet with that parent in the artificial grass area.</p> <p>All persons at Pre School to wash hands as they come into setting and then throughout the day often including toilet time, snack time, after blowing noses (following our usual procedures). Staff will supervise children washing their hands. Staff will model to children how to wash their hands. Parents to model good hand washing hygiene at home.</p> <p>Cleaning to take part more frequent throughout the day, all surfaces will be regularly wiped down and toys and equipment regularly cleaned. A deep clean of the setting will take place at the end of the day.</p> <p>Each child needs to bring a bag with at least 2 full changes of clothes in to stay at Pre School, in case they need changing. Dirty clothes will then go home to be washed and more must be supplied the following day. Keeping their clothes at Pre School limits the amount of times it travels to different places.</p> <p>All parents to provide a named bottle of sun cream and named sunhat to be kept at Pre School if the weather allows. The bottle will be cleaned by staff and kept at Pre School safely. Parents must apply sun cream to their child at home if it looks like it will be needed, Pre School will only use the child's</p>	<p>Reminder to be sent to parents via email.</p>
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		<p>named sun cream throughout the day when required, it will not be applied as they arrive.</p> <p>In the Winter months parents to provide a named hat (gloves and scarf if they wish) to be kept at Pre School. Only the child who it belongs to will wear it.</p> <p>Where possible all children should arrive on their first day to Pre School with a coat and wellies that are able to remain at Pre School until a school holiday. If the children have spare waterproofs that can also be left at Pre School that would also help.</p> <p>Parents are asked that comforters are bought in only if absolutely necessary.</p> <p>We will be offering hot lunches from the primary school or parents can provide a packed lunch. Hot lunches are £2.30 and parents are to put dinner money in an envelope in the child's bag and inform the member of staff on the door in the morning. A member of staff will collect the school dinners and children will eat at Pre School.</p> <p>Those having packed lunch - children to put lunch boxes into cool boxes provided. Parents will need to wash lunch boxes regularly at home after being at Pre School.</p> <p>Group carpet activities will be limited and last no longer than 10 minutes.</p> <p>Outside area to be open as often as possible to allow more space.</p> <p>Tissues to be used through 'catch it, bin it, kill it' process for all. Bins will be emptied regularly throughout the day.</p>	
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		<p>Educational visits will be at the discretion of the Manager and a full risk assessment will be carried out before the visit.</p> <p>Staff/Visitors are to limit what they bring into the setting, no large unnecessary bags etc. Staff/Visitor's coats and bags must be stored safely away from each other's belongings.</p> <p>New families wishing to look around the setting may do so but this will take place out of hours.</p> <p>Parents can use the video on our Facebook page and Website. Photos will be uploaded as the term goes on. If a child is going to attend Pre School and forms have been completed then they can meet with the Manager outside for a short discussion. Telephone and Email contact will continue as usual.</p> <p>If anyone has been on a holiday abroad then all current Government guidelines and laws must be followed. Staff are regularly updated regarding this and will enforce it where required.</p> <p>Travelling to Pre School – Whichever mode of transport children/families/staff/visitors are using to get to and from Pre School then they are to follow Government guidelines at all times.</p> <p>Any travelling outside of Pre School (including weekends/days children do not attend Pre School) - All children/families/staff and visitors must adhere to current Government guidelines and legislation to lower the risk of infection when attending the setting again.</p>	
Toys	All	Cleaning to be more frequent throughout the day and an extra good clean at the end of each day.	

		<p>Staff may be required to stay on at the end of the day.</p> <p>Usual adult supervision to take place as usual, see other risk assessments.</p>	
Intimate Care	All	Continue to follow current policies and procedures in place, use aprons and gloves.	
Someone showing signs whilst in the setting	All	<p>Covid-19 is now managed as other respiratory illnesses.</p> <p>Children are no longer required to test for COVID-19 unless asked to do so by a healthcare professional.</p> <p>If a child shows mild symptoms (runny/stuffy nose, slight cough) they may continue to attend preschool.</p> <p>If a child develops a temperature/diarrhoea/is generally feeling unwell, staff will follow procedures set out in the <u>Sick and Infectious Illnesses Policy</u>. If COVID-19 is suspected, staff will advise their parent to test that child, but it is no longer required in order to return to preschool. A child sent home with a temperature/diarrhoea must not return to preschool for at least 48hrs as stated in the <u>Sick and Infectious Illnesses Policy</u>.</p> <p>Those who have a confirmed positive case of COVID-19 must not attend preschool for 3 days following the day the test was taken, and then only if they have no temperature (without the aid of paracetamol) and are feeling well enough to do so.</p>	
Lateral Flow Testing	All	Lateral Flow Testing is no longer required.	

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PPE	All	<p>Government guidance currently shows that Early Years Settings do not need to wear PPE at all times, only for usual intimate care routines. Currently, children are not to use face masks either. Staff are permitted to wear face coverings if they wish.</p> <p>This will be under constant review.</p>	
Staff office	Staff and visitors	Only one member of staff in the office at one time.	
Staff kitchen	Staff and visitors	Staff are to bring in their own cutlery. If staff are bringing in their own lunches these are to be kept in a lunchbox/cool bag if required. The fridge is not to be used for shared purposes, therefore must only contain Pre School food/drink etc.	
Updating staff	Staff	<p>Following this risk assessment all directors and staff will be informed of the outcomes and things needed to be implemented. Staff will be given ample opportunities to discuss any concerns, questions etc with Manager.</p> <p>Staff meetings will take place often where staff are required to attend and guidance, procedures and risk assessments updated throughout the term.</p> <p>Staff have all undertaken an Introduction to Infection Prevention and Control e-learning course in light of the Coronavirus outbreak.</p>	Update Directors also
Updating parents/carers/families	All	<p>Following the risk assessment all families will be emailed with a copy of this risk assessment.</p> <p>Families are given ample opportunities to discuss concerns, questions etc with Manager.</p>	
Other policies	All	<p>All policies and procedures, including risk assessments are reviewed and updated where necessary.</p> <p>Our usual fire drills will take place and as per the fire risk assessment</p>	

		and procedures. Children and staff are aware of the fire evacuation procedure but are refreshed every half term.	
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This risk assessment has been drawn up using the current Government Guidance. Our risk assessments are usually done visually and things will be added to this risk assessment as and when required. These measures put in place are not the definitive list as others may naturally occur and be adapted to. This risk assessment will be continuously reviewed and if at any time there are disputes surrounding its contents the Pre School team will review it. Links to the Government documents relevant to Early Years Settings and Coronavirus can be found at Gov.uk. The links of specific documentation can be provided on request.

All Directors, Staff, Parents and other bodies must be made aware that there is no possible way that Pre School are able to keep children, staff and families free from Coronavirus, that being said we will do everything we can possible to help the Government 'Control the virus.'

We are aware of the new variants spreading throughout England in relation to Coronavirus, currently everything we are doing as set out in this Risk Assessment is all we need to do. If further guidance is released then it will be put into practice as soon as we possibly can.