

**Lamesley Childcare - HEALTH AND SAFETY RISK ASSESSMENT Kells Lane Opening Co-Vid-19**

What are the hazards?	Who might be harmed and how?	What are you already doing?	Action by who?	Action by when?
<b>SPREAD OF COVID</b>	Children, staff, family members, other users on-site, visitors	<ul style="list-style-type: none"> <li>• Social distancing rules are adhered to at all times whenever possible and no skin to skin contact with children and other adults.</li> <li>• Ensure good hand-washing procedures are adhered to at all time – and having access to hand-washing areas throughout the day.</li> <li>• Promote frequent handwashing/cleaning for staff and children – where there is no handwashing facility nearby, hand sanitisers will be used.</li> <li>• Ensure young children wash hands or sanitise when coming into the setting, after eating, after playing outdoors and leaving the setting.</li> <li>• promote the 'catch it, bin it, kill it' approach, to ensure good respiratory hygiene and provide and empty bins at regular intervals</li> <li>• Areas are kept well ventilated – opening doors (not fire doors) and windows (whilst keeping safeguarding procedures in place)</li> <li>• Staff wear face masks/shields in communal areas at all times and allow for social distancing when children enter and leave the premises.</li> <li>• One child uses the toilet at a time and toilet, sinks, taps, dryer and door handles, and doors are cleaned after each use by a member of staff.</li> </ul>	Manager / staff	<b>Revised:</b> 3.12.2020 3.3.2021 26.4.2021

<p><b>DISLAYING COVID SYMPTOMS</b></p>	<p>Children, staff, family members, other users on-site, visitors</p>	<ul style="list-style-type: none"> <li>• An enhanced cleaning procedure is in place and all areas and resources are cleaned and set up for next session.</li> <li>• Track and trace systems are used within the school and staff, visitors, must sign in and out.</li> <li>• Where a child displays symptoms of the virus they must be isolated away from other children and staff. Staff caring for a sick child must wear suitable PPE – guidelines on how to use are displayed in the setting and staff have read and understand the procedure of usage and a copy is kept in the PPE 'grab' bag.</li> <li>• Children displaying symptoms will be taken to the isolation room until a parent can collect the children.</li> </ul> <p><b>Symptoms of coronavirus in children</b> (NHS-Aug 2020)</p> <p>The main symptoms of coronavirus are:</p> <ul style="list-style-type: none"> <li>• a high temperature</li> <li>• a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours.</li> <li>• a loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal.</li> </ul> <p><b>Parents whose child is displaying symptoms can arrange for their child to have a test by contacting:</b></p> <p><b>NHS 119 Online Coronavirus service – for children aged 5 or over.</b></p>		
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CONTACT		<p><b>Calling 119 Coronavirus service for children under 5</b></p> <ul style="list-style-type: none"> <li>• The attached flow chart highlights the steps we will take if a child displays symptoms of COVID-19.</li> <li>• The manager will inform the Head Teacher if a child displays symptoms of the virus.</li> <li>• Staff who have been in close contact with the child displaying symptoms will be asked to self-isolate for 10 days and arrange to be tested if they display any COVID-19 symptoms.</li> </ul> <p><b>The manager will inform Gateshead Council Public Health Team. Monday to Friday 8am – 5pm: <a href="http://www.gateshead.gov.uk/covid19schoolschildcare">www.gateshead.gov.uk/covid19schoolschildcare</a></b></p> <ul style="list-style-type: none"> <li>• , who will work with providers to carry out a risk assessment, identify close contacts of confirmed cases, advise which contacts should self-isolate, advise any required action for the setting and provide template/text/dates for inclusion in letter from setting for those who need to self-isolate.</li> <li>• <b>The manager will inform Ofsted of any cases of COVID-19 that have occurred in the club after, or, before the school day.</b></li> <li>• The isolation room must be cleaned before re-use. School guidelines will come into force in this instance; staff must ensure the Doff and Don PPE procedure is adhered to and all PPE is disposed of in the bag provided once the room has been cleaned. All used PPE equipment should be binned in medical bin in school. The incident must be reported to the school caretaker/cleaning staff before the end of the school day.</li> </ul>	Manager and school	
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<p>BETWEEN ANY PERSONS ON THE PREMISES</p>		<ul style="list-style-type: none"> <li>• Adults should maintain a 2-metre distance from others. Where this is not possible avoid close face-to-face contact and minimise time spent within 1 metre of others and skin to skin contact. While the risk of transmission between young children and adults is likely to be low, adults should continue to take care to socially distance from other adults including older children and adolescents, this may be less possible for children and staff in nursery, reception and KS1 or with individual children in KS2 – so it is important to have a higher focus on hand washing and cleaning routines when working with this group.</li> <li>• <b>To minimise contact – parents will not be allowed on the premises.</b></li> <li>• Children are allocated into class groups and will not be seated with children from a different class/year group.</li> <li>• Where possible the same members of staff will oversee the children each day.</li> <li>• Due to the numbers attending all class groups/bubbles will be able to play outdoors at the same time, using different areas of the field/playground – children will be split between the base/dining room and the hall for breakfast, snack and indoor play or the hall when overseeing keyworker children.</li> <li>• Current government guidelines - childcare settings should not require staff to wear face masks unless providing PERSONAL INTIMATE CARE, or a child is displaying symptoms of COVID-19. However, staff who are preparing and serving food will wear facemasks/shields, as will staff who have underlying health issues and when moving around school in communal areas.</li> </ul> <p>Staff will adhere to signage in school that shows which toilet cubicles will be used by each bubble, one-way systems, hand washing, cleaning reminders and distance reminders in corridors and hall and must ensure .</p>		
<p><b>FOOD HYGIENE</b></p>		<ul style="list-style-type: none"> <li>• Staff are responsible for cleaning the preparation, wash up areas and fridge when</li> </ul>		

<p><b>PREPARATI ON AND CLEANING ROUTINE</b></p>		<p>preparing and serving food – all areas will be washed with detergent and warm water.</p> <ul style="list-style-type: none"> <li>• Staff will wear gloves and face mask/shield when preparing and serving food to minimise the spread of germs.</li> <li>• Children will sit side by side when eating snack to avoid face to face contact.</li> <li>• With no access to a dishwasher, and to minimise the spread of COVID, children will be given a breakfast of cereal, toast, croissants, waffles, fruit, and juice, and will help themselves from a tray, reducing the number of dishes being used. Snack will be served the same way.</li> <li>• Tables and benches will be washed thoroughly with disinfectant wipes, warm water, and detergent.</li> <li>• Groups will not share resources – each class group/bubble will have their own resource box and sports equipment; all resources will be cleaned with liquid detergent, steriliser, warm water and disinfectant wipes/spray at the end of the session (observing COSHH training and guidance).</li> </ul>		
<p><b>STAFF HEALTH</b></p>		<ul style="list-style-type: none"> <li>• Staff who have underlying/on-going health issues are able to wear a facemask/shield in the setting.</li> <li>• A written risk assessment to support individual staff who are pregnant or have any underlying health problems will be in place and modifications will be made to support them in the workplace.</li> <li>• The management team will be available to support staff with any issues that arise from</li> </ul>		

<p><b>Staffing during self-isolating</b></p>		<p>working during COVID-19 and will signpost staff to any free support tools available through NHS and other agencies to enhance their wellbeing.</p> <ul style="list-style-type: none"> <li>• If staff are self-isolating, we will endeavour to work with the existing staff adhering to child staff ratio's as per our legal requirements, however we may need to improvise at short notice and if this is the case, we will keep children safe until we are able to move a member of staff to cover from another setting (this could be the following day depending on the time and session).</li> </ul>		
<p><b>Monitoring &amp; reviewing</b></p>		<ul style="list-style-type: none"> <li>• Staff are actively encouraged to monitor and review the service and share any concerns or good practice with the manager and team. Continuous monitoring of practice and procedures set out in the risk assessment and adjusting for new procedures is on-going.</li> <li>• All information will be shared with school and families (on our website/displayed in setting and hard copy) for continuity of care for our children, staff, and families.</li> </ul>		

**SIGNED: Nora Baldwin, Coordinator**

**DATE: 26.4.2021**

**ASSESSMENT REVIEW DATE: On-going**