



RISK ASSESSMENT – COVID-19 CHILDREN'S CENTRES – NURSERIES

REVIEWED 28/01/2022

The risk assessment and control measures are carried out with consideration to children, staff and other adults with protected characteristics. Please speak to a staff member/Line Manager to discuss any further measures or adjustments needed to enable you to comply with the risk assessment.

Company Name: HALIFAX OPPORTUNITIES TRUST		Work Area: HOT CHILDREN'S CENTRE NURSERIES			Activity/Machine: COVID - 19			RA No:				
Hazards and People Exposed		Risk			Current Controls (measures already in place)			Residual Risk		Future Controls (things to be implemented)	Transferred to Risk Reduction Plan Yes/No	
Employees, Visitors, Contractors, Maintenance.	Children, Young People, Pregnant Women,	Severity	Likelihood	Total Risk				Severity	Likelihood	Total Risk		
<p>Potential Close of the Nursery</p> <p>Staff, children, parents and other adults are infected with Coronavirus (COVID-19)</p> <p>High numbers of the above affected, become ill and unable to attend the nursery/work.</p> <p>Claims made against the centre if anyone contracts COVID -19 because of poor health and safety measures</p>		5	4	20	<p>All staff must follow the measures set out in this risk assessment to respond to, prevent and minimise the risks of transmission of COVID - 19.</p> <p>All staff have read the risk assessment and the risk assessment.</p>			1	2	2		



<p>Staff & Parents not knowing about new measures and feeling anxious about attending the nursery.</p>	5	4	20	<p>Communications Information is displayed clearly around the centre in languages that reflect the local community, describing the symptoms of COVID -19 and how to protect yourself through hand washing.</p> <p>Systems are in place to keep contact with vulnerable children. Regular communication to the family of children who are not in attendance at the nursery are carried out through weekly welfare checks (Twice weekly to families of vulnerable children). If vulnerable children are required to self-isolate you should notify their social worker and agree the best way to maintain contact and offer support.</p>	1	2	2		
<p>Meeting the Government Guidelines for Reducing the Spread of COVID -19 – general controls to prevent risk of infection</p> <p>Possible rapid spread of virus within centre as soon as one person within the centre has been infected with COVID -19</p> <p>Complying with EYFS</p>	5	4	20	<p>Minimise Contact No staff member, child, parent or other adult should enter the building who;</p> <ul style="list-style-type: none"> • has any symptoms of coronavirus (a new continuous cough, a high temperature, or a loss of, or change in their normal sense of taste – anosmia) • has tested positive for COVID-19 through Lateral Flow Device or PCR test • been told to self-isolate by NHS Test and Trace for example you are not fully vaccinated • adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a lateral flow test 	1	2	2		



				<p>every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.</p> <p>If you have tested positive for COVID-19, you must self isolate immediately. You may be able to leave isolation if your LFD is negative from day 5 of your self-isolation period and another test is negative the day after.</p> <p>If a child, parent, staff member or other adult develops any symptoms while at home, they should not attend the nursery and follow the Government guidance for self-isolation, including arranging to have an LFD test, engaging in NHS Test and Trace and let the nursery know the results as soon as possible.</p> <p>Staff must immediately inform their line manager/Nursery Manager/Centre Manager of test results to allow swift action.</p> <p>Pregnant women can attend the workplace which is COVID secure. A risk assessment must be conducted in line with the Management of Health and Safety at Work (MHSW) Regulations 1999</p> <p>Ofsted and Calderdale Council Public Health must be notified as soon as possible of any positive cases in the nursery, whether a child or a staff member. Ofsted must be informed if the nursery is closed as a result.</p>					
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				<p>The COVID-19 Outbreak Management Plan for the nursery must be followed.</p> <p>Children Legal ratios must be maintained at all times</p> <p>Staff Teams Staff members are strongly recommended to take up the offer of the COVID -19 vaccination program.</p> <p>Staff members are strongly encouraged to complete Lateral Flow Devices (LFD) to identify asymptomatic cases, by taking 2 tests per week on Monday and Thursday mornings before coming into work.</p> <p>When staff sign in and out of the nursery, they also sign the statement that is included on the register stating they have;</p> <ul style="list-style-type: none"> • no symptoms of COVID-19 (a new continuous cough, a high temperature, or a loss of, or change in their normal sense of taste – anosmia) • not been advised by Test and Trace service to self-isolate • adhered to travel legislation • do not live in a household where someone has COVID -19 symptoms and not had a double vaccination. <p>Visitors/External Professionals/Contractors Visits by parents, external professionals and contractors to the nursery can take place, however they should:</p>					
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				<ul style="list-style-type: none"> • be informed about the control measures in the nursery on or before arrival • sign into the nursery giving the date, time, their name and contact details to support rapid contact tracing if required by NHS Test and Trace. <p>Contractors sign a declaration stating that:</p> <ul style="list-style-type: none"> • they have no symptoms of COVID-19 (a new continuous cough, a high temperature, or a loss of, or change in their normal sense of taste – anosmia) not been advised by Test and Trace service to self-isolate • have not a had a positive LFD result in the last 24 hours. • adhered to travel legislation • Do not live in a household where someone has COVID -19 symptoms and not had a double vaccination. 					
<p>Meeting the Government Guidelines for Reducing the Spread of Covid -19 in Early Years Settings</p> <p>Health & Hygiene Possible rapid spread of virus within nursery as soon as one person within the setting has been infected with Covid-19 Coughs, colds, infections, temperatures Hand washing</p>				<p>Steps to protect staff, children and other adults during the pandemic;</p> <p>Enhanced daily & weekly risk assessments are in place.</p> <p>All spaces must be kept well ventilated ensuring a supply of fresh air at all times through opening windows, sky lights, air conditioning, and fans. Non-fire safety doors can be propped open to allow ventilation (bearing in mind safeguarding in particular). In cold weather windows should be opened enough to</p>	1	2	2		



				<p>provide constant background ventilation and periodically opened more fully when it is safe to do so to purge the air in the space.</p> <p>CO2 monitors should be used in any identified poorly ventilated spaces to help quickly identify where ventilation needs to be improved.</p> <p>The identified poorly ventilated rooms must have reduced usage, fans used to circulate the air and face coverings where possible.</p> <p>Screens are in place between desks where required</p> <p>Desks are positioned to enable back to back or side by side working</p> <p>Increased handwashing or use of hand sanitiser for staff, children and other adults on arrival at the centre, after blowing nose, sneezing or coughing, before and after handling food, eating, and when changing rooms/offices. Hands must be washed thoroughly for at least 20 seconds with soap and running water</p> <p>Children must be supervised closely when using hand sanitiser given the risks around ingestion. Sanitiser must be stored out of reach of children at all times</p> <p>Hand sanitiser is available on entry/exit of the nursery and is also available in all spaces</p>					
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				<p>Good respiratory hygiene is ensured by promoting the 'catch it, bin it, kill it' approach</p> <p>Antiviral cleaning fluid is diluted daily and is available in office spaces</p> <p>Surfaces, especially those frequently touched (door handles, push panels) are cleaned regularly using antiviral cleaning fluid and disposable roll</p> <p>Work areas must be cleaned after each use including desk, phone, keyboard and mouse using antiviral cleaning fluid and disposable roll. Handles of kettles, microwaves and fridges must be cleaned more frequently using antiviral cleaning fluid and disposable roll</p> <p>Rubbish and personal belongings must be removed when you have finished using the work area.</p> <p>Disposable roll and single use face coverings are to be placed in the additional bins</p> <p>Bins are emptied more frequently throughout and at the end of the day</p> <p>A contingency supply of masks are available if anyone would like to use one.</p> <p>Toilet areas, especially frequently touched surfaces such as taps and flush handles should be cleaned</p>					
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				<p>after use using antiviral cleaning fluid and disposable roll</p> <p>First Aid Non-prescribed Calpol, Paracetamol, Ibuprofen or antiallergen medication will not be administered during this time. If children present with any symptoms that would require medication or becomes unwell, parents are contacted to collect their child from nursery. Any child who displays COVID-19 symptoms is not permitted to attend nursery.</p> <p>Suspected/Confirmed Case Where there is a positive case, staff will follow Public Health advice for self-isolation, testing and NHS Test and Trace system.</p> <p>If anyone in the nursery presents with any symptoms, they must swiftly go to the designated isolation area or be moved to an area which is at least 2 meters away from other people (with appropriate supervision for children) until they can leave the setting to go home.</p> <p>They must not use public transport if they are symptomatic and wherever possible, be collected by a member of their family or household.</p> <p>They must follow the Government guidance for self-isolation and engage in NHS Test and Trace system.</p>					
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				<p>Staff should wear PPE including apron, gloves and face covering while supporting a child with symptoms waiting to go home.</p> <p>The area and nursery room (and any toilet used) where the child has been must be cleaned in line with Government guidance once the child/adult has left.</p> <p>Staff, parents, carers and other adults should immediately inform the nursery of test results to allow swift action.</p> <p>Where there is a confirmed case, staff will follow/encourage parents to follow Government guidance for self-isolation, testing and NHS Test and Trace system.</p> <p>PPE Gloves and aprons are used when cleaning, providing intimate care or when handling food and disposed of safely after each task by being placed in bins.</p> <p>Equipment/Resources Malleable resources (such as playdough or sand) must only be used in line with the COVID 19 Malleable Play Risk Assessment.</p> <p>Toys and frequently touched surfaces (including outdoor equipment) are sanitised at the end of the day, using antiviral cleaning products and disposable roll or antiviral wipes which are disposed of in bins.</p>					
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				<p>Bedding/towels/face cloths are washed at minimum 60 degrees after each use.</p> <p>A fresh correctly diluted antiviral cleaning fluid must be made up at the start of each day to ensure maximum effectiveness.</p> <p>Use of Private and Public Outdoor Spaces – Including Outings</p> <p>Outdoor Play Area The setting should make best use of the outdoor space.</p> <p>Sand and water play is subject to a risk assessment.</p>					
				<p>Testing Lateral Flow tests should continue to be completed by all staff twice a week on Monday and Thursday mornings prior to entering the workplace to identify asymptomatic cases and reduce transmission.</p> <p>Staff with a have a positive lateral flow device (LFD) test result no longer required to have a follow-up PCR test, and they should stay at home and self-isolate immediately.</p> <p>Staff with a positive LFD test do not have to take a follow up PCR test unless:</p> <ul style="list-style-type: none"> • They wish to claim the Test and Trace Support Payment – to claim the Test and 					



	5	4	20	<p>Trace Support Payment, you must have tested positive for COVID-19 following a PCR test or an assisted LFD test</p> <ul style="list-style-type: none"> • They have received an email or letter from the NHS because of a health condition that means they may be suitable for new COVID-19 treatments • They are taking LFD tests as part of research or surveillance programmes, and the programme asks you to take a follow-up PCR test • They have a positive day 2 LFD test result after arriving in England 	1	2	2		
<p>Children, parents and staff travelling on public transport are at increased risk of contracting Covid-19</p> <p>Children, parents and staff travelling from abroad are at increased risk of contracting Covid-19</p>	5	4	20	<p>Travel</p> <p>All children and Staff travelling to England should follow Government guidance on entering the UK.</p>	1	2	2		



Severity (nature of injury)	Likelihood (chance of injury occurring)
1. Minor injury – no time off work	1. No chance
2. Minor injury – time off work	2. Unlikely
3. Injury resulting in over 3 days off	3. Possible
4. Major injury	4. Likely
5. Fatality	5. Definite

S/L	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

Total Risk = Severity x Likelihood

Date:28/01/2022..... Assessor: AMT reviewed by A Briggs & C Parkinson.....Review Date: As circumstances/guidance change

RISK REDUCTION ACTION PLAN

Company Name: Halifax Opportunities Trust		Work Area: HOT EARLY EDUCATION SETTINGS (NURSERIES)		Activity/Machine:		RA No:	
Further Control Measure Required	Target Date	Additional Comments	Person Responsible	Signature	Date Complete		