



**Covid 19 Risk Assessment
Implemented from the 1st of June 2020**

| Risk (Where/When) | People who are at risk | Current controls/measures & Action required | Review date |
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| Transmission of the virus via surfaces and materials | Children and adults on the premises, hall users | <ul style="list-style-type: none"> - On arriving at school, all staff and pupils are required to wash their hands or apply hand sanitiser. - Prior to children's arrival, disinfection of surfaces, bathroom, kitchen, door handles - On arriving at school, visitors including contractors are required either to apply hand sanitiser provided in reception, use their own or, in the event of neither being available using a very local sink allocated to visitors. - All staff and pupils are reminded to wash their hands regularly during the day, especially after using the toilet, before eating, and drinking and to avoid touching their nose, mouth or eyes. - Where a sink is not nearby, hand sanitiser is provided in the garden - Soap, paper towels (where used) and hand sanitiser are regularly replenished. - Ensuring good respiratory hygiene - promoting 'catch it, bin it, kill it'. - Frequent cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, toys, and resources using appropriate cleaning products and methods. Using a disposable cloth, first clean hard | 01/09/2020 |

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| | | <p>surfaces with warm soapy water, then disinfect these with the cleaning products we normally use.</p> <ul style="list-style-type: none"> - Soft toys have been removed from the classroom - Classroom is packed up everyday, including bathroom items (reducers, paper towels, potty, soap, etc.) and out of reach of other hall hirers. - A track and trace system is in place between all hall users and monitored by the owners. | |
| Direct transmission of the virus | Children and their families , staff, visitors & contractors | <ul style="list-style-type: none"> - Free Flow towards the outdoors. - Parents waiting for drop off or collection leaving 2 meters between each other - Settling in sessions with one parent before 9am, with face covering. - Visits of the nursery are not permitted whilst children are in the classroom. Parents will be directed towards the virtual tour of the classroom. Then, a visit will be arranged on outdoor days ("forest days") or outside of operating hours. Hand sanitiser and masks will be provided and a 1 meter distance will be kept during the tour. - Welcome morning are cancelled until further notice. - Parents-meetings are operated via zoom or after school hours where possible, respecting the general visitor rules. | 01/09/2020 |
| Staff unaware of procedures | | <ul style="list-style-type: none"> - System of controls displayed in the office and shared via email. - Covid19 Policies are shared and read by staff. - Information will include government guidance and updates that are relevant to their role in nursery, training requirements, risk assessments and Site Operational Procedures. | 01/09/2020 |

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| Parents unaware of procedures | | <ul style="list-style-type: none"> - The school will keep parents informed of the general arrangements being made and explain what is expected of them in terms of dropping off and collecting children and any other local procedures you feel are important. - If a child feels in any way unwell or under the weather, they need to stay at home and not come into school. - We will communicate important documents to parents such as risk assessments, covid-19 policies, systems of control and the "quick reference guide for parents & staff". - Parents are asked to communicate about any symptoms of Covid-19 in their household. | |
| Symptoms of Covid-19 (noticed at home) | | <p>If a child or someone in their household contracts the following symptoms: high temperature, a new continuous cough and a loss or change to change of smell or taste; They must stay at home and contact the nursery.</p> <p>A test must be booked and the nursery must be informed of the result before the child's returning to the premises.</p> <p>If the test is negative, the child will be able to return to Hummingbirds.</p> <p>If the test is positive, the child must stay at home for a period of 14 days of quarantine.</p> | 01/09/2020 |
| Symptoms of Covid-19 (noticed at nursery) | | <p>If the staff notices Covid19 symptoms in a child, they will:</p> <ol style="list-style-type: none"> 1. Call the parents of the child presenting symptoms. If | 01/09/2020 |

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| | | <p>parents are unavailable, we will keep calling until we reach one of the parents. Emergency contacts will not be reached to avoid the risk of transmission of the virus and to avoid giving the child to grandparents who are at greater risk.</p> <ol style="list-style-type: none"> 2. If a child is awaiting collection, they will be moved, if possible, to the music room where they can be isolated behind a closed door, with appropriate adult supervision and ventilation. 3. According to government guidelines, PPE should be worn by the teacher caring for the child while they await collection. 4. In an emergency, we will call 999 if the child is seriously ill or injured or their life is at risk. 5. The teacher who has helped the child or another member of staff with symptoms, does not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive. 6. The teacher should wash her hands thoroughly for 20 seconds after any contact with someone who is unwell. The music room and the classroom will be cleaned using disposable cloths and household detergents -according to current recommended workplace legislation and practice- after someone with symptoms has left. 7. Children will be kept in the garden while door and window handles, surfaces, material, tables, chairs and toilets are being cleaned. 8. Parents will be notified if a child or teacher has developed symptoms compatible with coronavirus | |
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| | | <p>without revealing the identity of the child/teacher. As long as the child/teacher has not tested positive, the setting will continue as normal.</p> <p>9. Parents will have access to a test if their own child displays symptoms of the virus. To access testing, parents will be able to call 111 if their child is aged under 5 or use the 111 online coronavirus service if their child is 5 or over. Testing is also available to all essential workers as teachers through the gov.uk portal: https://www.gov.uk/apply-coronavirus-test-essential-workers</p> <p>10. If the child or teacher with symptoms test negative, they can return to the setting and their fellow household members can end their 14 days self-isolation.</p> | |
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