



## COVID-19 Risk assessment

There is no requirement in the EYFS to write a risk assessment. This assessment has been put in place due to the exceptional circumstances, to evidence that CHUF has made every effort to protect staff, children, parents and those further afield.

A risk assessment is a way of working through potential hazards assessing the risks those identified hazards pose to –

- Staff and their dependants
- Parent/Carers
- Children
- Potential visitors (When Government Guidelines allow)

A risk assessment can then introduce controls to mitigate/reduce the risk.

An example – hand washing, the risk that staff, children or parents could catch Coronavirus if controls are not put in place such as introducing a new hand washing procedure, which is taught to children and shared with Parents so they can implement them at home.

The Government advice is to wash hands regularly for 20 seconds, using soap and water or sanitiser if no soap is available. Hands should be dried well, using single use paper towels. To support children's wellbeing with prior permission from Parent/Carers a dab of hand cream can then be applied to gently stop hands cracking.

CHUF will check regularly by visiting the Public Health England and Government websites for continual updates.

We are aware the symptoms of COVID-19 are according to Public Health England –

- A new continuous cough
- High temperature over 37.8C
- Loss of taste and smell

Symptoms typically appear 2 – 10 day after infection. Expert opinions vary about when you are most at risk but, as a rule, any contact with the virus potentially could make you ill.

### **Will we be wearing personal, protective equipment?**

No, the Government have recommended that Early Years providers do not use or wear PPE except –

**If a member of staff or a child display Coronavirus symptom and when cleaning possibly infected areas of the setting. PPE must be disposed of safely and staff must practice how to put on and remove PPE safely.**

### **Do you have good mental health?**

Staff will need to be positive and calm with the Children and Parents/Carers. If anyone is struggling with their mental health, please contact the Manager.

### **Do you and your family members have good health?**

If you or your family members have underlying medical conditions which might mean you come under the exceptionally vulnerable or vulnerable guidelines, you should consider the timing for returning to work and speak to your doctor. If you have received a letter from the NHS please provide a copy of this letter to your Manager.

**The latest update is that the shielding public can be released from their lockdown (Refer to Government guidelines).**

### **If a child or member of staff falls ill during the day**

If a child falls ill during the day, the child must be taken to an isolated area in the setting which you have dedicated as the zone for dealing with such a circumstance. The Parents must be contacted, and a member of staff will put on the appropriate PPE and stay with the child until the Parent/Carer arrives. The setting will be cleaned that day once the child/children have been picked up.

The child must stay home for the advised government period of 7 days or until the results of a test (we will greatly encourage Parents to take up the opportunity to get their child tested) confirms a positive or negative result. If negative the child may return once better. If positive the child must isolate for 7 days and the family for 14 days. The new 'Track and Trace' system will advise us if CHUF is to shut the setting, if they are satisfied, we have good protocols and a high level of hygiene this may not be necessary.

Parents will be asked if they or other family members are well and free from any symptoms daily on arrival.

### **Dropping off children and picking them up**

Haddenham – Haddenham St Mary's C of E school have devised a plan for entering the school grounds during this period, please refer to our Procedures & Protocols letter. A social distancing rule will apply by keeping 2 metres apart from the person in front and behind as Parents line up to drop off or pick up their children. Parents will hand over their child at the gate to a member of staff. If the child is struggling with the separation, we will direct the Parent to a safe area to calm their child. If the child is refusing to leave their Parent a decision must be taken by the staff on an individual basis on the best and safest way to proceed.

The staff have the right to decline entry for a child who they deem too upset to attend the setting on that day.

Chearsley – Parents are advised to stay in their cars until a member of staff indicates they are ready for them to enter the setting. Any Parent who has walked to the setting must line up 2 metres apart on the path along the side of the village hall. The entrance will now be the gate leading to the patio at the front of the building and the exit will be through the patio and out the other side.

The same conditions apply as above regarding children who are struggling to settle and will be taken on a case by case basis.

Each arrival and departure will be advised to the Parents in detail, staggered times, procedures, and protocols via email.

### **Contact details**

Parents will be asked to confirm their contact details plus that of one other person via email when they agree to the protocol.

### **Visitors**

During this exceptional time there will be no visitors to CHUF, all deliveries will go to a staff members home addresses.

### **Food preparation**

At this time, the snack will be given to each individual child in a bowl. The children will be seated so as to be distanced from their peers whilst they eat.

### **Control measures**

Each setting will need to ensure they have sufficient supplies of –

- Tissues
- Toilet rolls

- Hand sanitiser
- Hand washing liquid
- Paper towels
- Disinfectant (bleach can be use in this instance, Zorflora diluted 1:40 and stored in a cool place for 2 weeks)
- Hand cream
- Sterilising sprays or wipes
- Storage space – store each child's belongings separately and space given where possible between coats etc in the cloakroom

### **Cleaning**

A well organised and uncluttered environment is much easier to keep clean. All soft furnishings will be removed along with any equipment that cannot be cleaned easily.

- All surfaces tables, chairs, floors etc will be cleaned regularly throughout the session
- All hand contact points such as Light switches, door handles etc cleaned regularly
- Toilets - the toilet, tissue holder, taps, soap dispenser, bin, changing mats and steps will be cleaned regularly
- Plastics – wash in the sink or dishwasher
- Materials – wash in a washing machine or sink
- Books – wipe with antibacterial wipes or spray with antibacterial spray
- Sand – water- messy play if used will be provided in a small individual tray per child for single use and thrown away each day

### **Signing forms**

If a child has had an accident or if there is a medication form to sign. We are advising Parents to bring with them their own pen. A plastic clip board will be left for the Parent to sign and it will be picked up later. Staff are to spray the plastic board and wash their hands.

The signing in sheets will be completed by the staff only.

### **Staff safety/ Personal hygiene, best practice for children**

There are several areas of practice to consider including –

- Staff/children are to be discouraged from touching their face (and their noses)
- Tissues are to be used but a demonstration to be given to children on how to sneeze or cough into their elbow
- All bins are to be lidded and emptied regularly throughout the session
- Teaching children how to wash their hands effectively using a song to represent 20 seconds
- Staff to wash their hands (or use sanitiser) throughout the day. Hand cream will be issued and a supply of single use gloves to wear where appropriate
- Sterilise all bins after use
- Work with Parents to teach their children to blow their own noses, catch coughs and sneezes

### **Temperature taking**

We will not be taking the children's temperature on a regular basis. If a child appears to be ill and running a temperature we will then take their temperature and if over 37.8c degrees the child will be sent home.

### **Business practices**

If we are taking on new Parents for September, we may consider

- Do a virtual show-around by Zoom or Skype
- Ask Parents to complete documentation and return to CHUF by email

- Share information between Parents via phone or email

### **Safeguarding**

- Staff will take an up to date safeguarding course
- Make sure all contact details for the children are up to date
- Share information with Parents about what they should do if they fall ill
- Share our procedure when a child becomes ill
- Signpost support for Parents if they are struggling (refer to Manager who will seek appropriate support)
- A return to work inset day for all staff prior to the Autumn Term start date of 3<sup>rd</sup> September
- Share the signs and symptoms of Coronavirus with Parents and Staff
- Share new risk assessment with Parents

This forms our risk assessment for Covid -19 and will be adjusted as per Government guidelines as and when they are updated.