



This risk assessment has been written in line with the following government guidance:

- Actions for education and childcare settings to prepare for a wider opening from 1 June 2020
- COVID-19 Implementing protective measures in education and childcare settings
- Safe Working in Education, Childcare and Childrens Social Care
- Implementing protective measures in education and childcare settings
- Guidance for educational settings about COVID-19
- Preparing for the wider opening of early years and childcare settings from 1st June 2020

In addition it has been written following the Devon County Council Guidance for Early Years Settings – Actions for re-opening 1st June 2020

Focus	Area of concern	Control measures.	In Place? Yes/No
Children	Attendance	<ul style="list-style-type: none">• Only children who are symptom free or have completed the required isolation period due to themselves or a family member being	

20/05/2020



		<p>symptomatic should attend. Parents will be asked on arrival if the child and family are well and if the child has had any medication already that day. The symptoms in which a child would be required to isolate will be in line with government guidance and recommendations.</p> <ul style="list-style-type: none">• Parents will be required to notify us at the earliest opportunity if anyone in their household is displaying symptoms and therefore needs to isolate alongside all members of the household. Information around this will be recorded on a central log in the Tresillian Office. This will include information around the expected return date of that child.• Children who have been classed as 'clinically extremely vulnerable due to pre-existing medical conditions' have been advised to shield and they should continue to be supported at home as much as possible.• If a child hasn't received a 'shielding letter or medical advice to shield' but they have a pre-existing medical condition such as asthma; it will be down to parental judgement as to whether the child will still attend. If appropriate a care plan will be completed.	
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	Physical distancing/ grouping	<ul style="list-style-type: none">• Children will be organised into rooms within the setting. Where possible children and keyworkers will remain in the same small groups or 'bubbles' at all times each day, and different groups will not mix during the day, or on subsequent days.• Care routines including provision of meals, nappy changing, and toileting will be within the space allocated to each group wherever possible• The use of communal internal spaces will be restricted as much as possible.• Outdoor spaces will be used by different 'groups' or 'bubbles' at different times of the day and cleaned in between groups. Each room will be allocated an area of the garden/ outdoor space.• Nursery children will either sleep in the base room or the designated sleep room depending on numbers of children or staffing arrangements that day.• Tweenie children will sleep in the Tweenie Room.• If a preschool child requires a sleep, this will take place in the preschool room.• Cots and sleep mats will be placed 2 metres apart. Cots and sleep beds can also be placed in the garden to avoid staff having to move to another room to check on sleeping children.	
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	Wellbeing and education	<ul style="list-style-type: none"> • Parents will be asked to complete an All About Me sheet to detail any changes to their child's routine, care needs and interests during the lock down period. • Children will be supported in age appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue (https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public) • Children will be given the physical touch and affection that they need for their emotional wellbeing by practitioners in their bubbles. • Children will be supported to understand the changes and challenges they may be encountering as a result of Covid-19 and staff will ensure they are aware of children's attachments and their need for emotional support at this time. • Contact and mixing within the group will be reduced when possible by altering the environment. For example setting a play area for 2 children at opposite ends of the table rather than 4 next to each other. We do, however, recognize the need for children to play closely with their friends and teachers and this will not be prevented within the bubbles. 	
Workforce	Attendance	<ul style="list-style-type: none"> • Back to work interviews conducted with staff to understand how they feel about returning to work, 	



		<p>and any issues/concerns that need to be considered beforehand.</p> <ul style="list-style-type: none">• A Risk Assessment for vulnerable workers using the available form <u>Risk Assessment for Vulnerable Groups</u> will be completed.• Consideration will be given to limiting the number of staff in the provision at any one time to those required to care for the expected occupancy levels on any given day.• Staff should only attend the nursery if they are symptom free, have completed the required isolation period or achieved a negative test result.• Staff should change into their work clothes at the setting on arrival and out of their work clothes prior to leaving to go home. Clothes should be placed in a bag and taken home for washing. Clean clothes should be worn each day.• Practitioners will receive training regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of the children and themselves.• Consideration will be given to staff's mental health and wellbeing and appropriate measures	
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		<p>implemented such as supervisions and welfare checks.</p>	
	<p>Physical distancing/ grouping</p>	<ul style="list-style-type: none"> • Wherever possible staff should remain with the small group of children who they are allocated to and not come into contact with other groups. • Social distancing must be maintained during breaks. This may be achieved through a range of strategies including the staggering of breaks and subdivision of spaces allocated to team breaks where possible groups. • Staff members should avoid physical contact with each other including handshakes, hugs etc. • Where possible, meetings and training sessions will be conducted through virtual conferencing. • Whilst the cook is on site and using the galley kitchen, the cook is the only person to be in the kitchen at any given time. No staff member should be heating lunch in this kitchen. If a staff member has a meal that requires heating, it should be done so in the staff room on the staff members lunch break. Staff members can kindly ask the cook to complete jobs of a work specific nature, for example, making up a children's bottle or loading dishes in to the dishwasher after snack time. • If the cook is not on site, then only 1 member of staff can be in the galley kitchen at one time. 	



		Areas that are touched during this time she be wiped following correct guidelines after use.	
	Training	<ul style="list-style-type: none"> All staff members will receive appropriate instruction and training in infection control and the standard operating procedure and risk assessments within which they will be operating. 	
Parents	Physical distancing	<ul style="list-style-type: none"> Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child. Drop off and pick up limited to <u>1 parent per family</u>. Drop off and pick ups where possible will happen in our outside spaces. Where this is not the case, the handover will take place at the correct external room entrance to avoid parents entering the setting unnecessarily and to aid social distancing. For the Nursery this will be the front door. For the Tweenie Room this will be the Tweenie Room door. For the Preschool Room this will be the Preschool Room door. When parents are waiting to drop off or collect their child, physical distancing will be maintained in a safe area. 	



	Communications	<ul style="list-style-type: none"> • Parents will receive clear communication regarding the role they play in the safe operating procedure and all measures being taken to ensure the safety of their children and themselves 	
	Settling in sessions	<ul style="list-style-type: none"> • Home visits will not take place during this time. • Settling in sessions will take place with 1 parent and the keyworker in the nursery. • The settling in session will take place away from the other children. For example, in the base room whilst the other children are outside or outside whilst the other children are inside. Settling in sessions will be reduced to 45 minutes max. 	
Visitors	Visits	<ul style="list-style-type: none"> • Attendance to the setting will be restricted to children and staff as far as practically possible and visitors should not be permitted to the setting unless essential (e.g. essential building maintenance, EHCP assessments etc.) Where essential visits are required these should be made outside of the usual nursery operational hours where possible and using our COVID-19 risk assessment procedures. • Show arounds will be via a virtual tour and a follow up phone call with the nursery manager at this time. 	



Travel	Travel associated with setting operations	<ul style="list-style-type: none"> • Wherever possible staff and parents should travel to the nursery alone, using their own transport. • If public transport is necessary, current guidance on the use of public transport must be followed. • Parents should not leave travel accessories including buggies, car seats, scooters in the setting premises, but rather in external buggy areas if necessary. • Outings from the setting into the local community are not permitted at this time. 	
Hygiene and Health & Safety	Hand Washing	<ul style="list-style-type: none"> • All children and staff must wash their hands upon arrival at the nursery • Children and staff members will be encouraged to wash their hands, for 20 seconds, frequently throughout the day 	
	Foot wear	<ul style="list-style-type: none"> • Staff and children will remove outdoor shoes on arrival at the setting. Indoor slippers will be encouraged. 	
	Cleaning	<ul style="list-style-type: none"> • The <u>COVID-19: cleaning of non-healthcare settings guidance</u> will be followed • An enhanced cleaning schedule will be implemented which includes furniture, surfaces and children's toys and equipment. 	



		<ul style="list-style-type: none"> • Communal area, touch points and hand washing facilities must be cleaned and sanitised regularly through out the day. • Play equipment will be washed or put away for 72 hours before being used by another group. 	
	Waste disposal	<ul style="list-style-type: none"> • All waste will be disposed of in a hygienic and safe manner • Tissues will be immediately disposed of and the bin emptied frequently throughout the day. Waste from possible cases, and from cleaning where possible cases have been, will be stored in a plastic waste bag, tied at the top and double bagged in a further waste bag. It will be stored safely and kept away from children. We will not put our waste in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours. For more information see: <u>COVID-19: cleaning of non-healthcare settings guidance</u> 	
	Laundry	<ul style="list-style-type: none"> • All items within the setting requiring laundering will be washed in line with NHS laundry guidelines • Items such as towels and bedding will not be shared by children. Sheets will be removed from the beds after each use and stored in a named 	



		<p>bag/ box for each child. Inco sheets will be placed on top of the mattresses under the sheets to avoid contaminating the mattresses. Inco sheets will be stored with the child's bedding. Bedding will be washed at the end of each week.</p>	
	<p>Learning and development activities.</p>	<ul style="list-style-type: none"> • All learning activities will be risk assessed by practitioners but not necessarily in writing. Due consideration will be given to any adaptations to usual practice. This will include, but not be limited to, the suspension of learning experiences involving materials which are not easily washable such as malleable materials and the suspension of the sharing of food and utensils. 	
	<p>PPE</p>	<ul style="list-style-type: none"> • Government guidance is that PPE is not required for general use in early years settings to protect against COVID- 19 transmission. PPE will continue to be worn as normal for nappy changing and the administration of first aid • Wearing a face covering or face mask in schools or other education settings is not recommended. 	
	<p>Food and water</p>	<ul style="list-style-type: none"> • Children will not share from communal plates of food at this time. Staff will place the requested food on to their plates using tongs. Staff will also 	



		<p>pour the drinks to reduce the risk of transmission from a shared jug.</p> <ul style="list-style-type: none"> • Our nursery cook will prepare meals and snacks in the kitchen and bring to each room to reduce travel to and from the kitchen. • Our normal high standards of food hygiene procedures will be adhered to at all times. 	
Premises	Building	<ul style="list-style-type: none"> • Where premises have been temporarily closed during the lockdown period or where they may need to temporarily close during future lockdowns appropriate Health & Safety checks will be conducted prior to reopening including legionnaires checks • where possible, all spaces should be well ventilated using natural ventilation (opening windows) 	
	Offices	<ul style="list-style-type: none"> • Computers should not be shared at this time. • Phones should be wiped with an anti bacterial wipe between use. • Where possible the offices should be used by only one staff member at a time. At all times social distancing measures should be adhered to. 	



		<ul style="list-style-type: none"> • We will not take cash payments at this time. All payments should be made electronically or at a bank. • Parents will be encouraged to make their administrative requests via phone call or email rather than going into the office. 	
	Resources	<ul style="list-style-type: none"> • Children will not be permitted to bring items from home into the setting unless essential for their wellbeing. Where this is the case items will be appropriately cleaned upon arrival • All resources required for play and learning experiences of children will be regularly washed and/or sterilized • Play equipment will be washed or put away for 72 hours before being used by another group. • Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) will be reduced as far as possible. • Equipment used by staff such as stationary, tablets etc. will be allocated to individual staff members where possible and cleaned regularly 	
Supplies	Procurement & monitoring	<ul style="list-style-type: none"> • We will ensure an adequate supply of essential supplies and have contingency plan in place to minimise the impact of any shortages of supplies. 	



		<ul style="list-style-type: none">• A monitoring system for the usage of PPE is essential to ensure that a supply of stock is available to all who require it as and when required to meet the operational needs of the nursery. When stocks are low, other options may be considered, such as the use of washable tabards. These items will be washed at a high temperature and separate to any other nursery washing.	
Responding to a suspected case		<ul style="list-style-type: none">• In the event of a child developing suspected coronavirus symptoms whilst attending the setting, they will be collected as soon as possible and asked to isolate at home in line with the NHS guidance• Whilst waiting for the child to be collected they will be isolated from others in the child's base room, whilst all other children from that room play outside?, A window will be opened for ventilation.• The staff member responsible for the child during this time should be a staff member from their group.• Government guidance recommends that if a child becomes unwell with symptoms of coronavirus whilst at the settings and needs direct personal care until they return home, a fluid-resistant surgical mask, disposable gloves and a disposable apron will be also worn.	



		<ul style="list-style-type: none"> • The area will be thoroughly cleaned, immediately if the area cannot be left unvisited, and if the area can be left unvisited then cleaned after 72 hours. • The person responsible for cleaning the area will wear appropriate PPE • In the event of a staff member developing suspected coronavirus symptoms whilst working at the nursery, they will return home immediately and isolate at home in line with the NHS guidance 	
Safeguarding	Child protection	<ul style="list-style-type: none"> • Our Designated Safeguarding Lead or Deputy Designated Safeguarding Lead is always on site or contactable. • We will continue to monitor children who have a social worker who are not attending. • Any additional safeguarding provision needed to support returning children (e.g. where new issues have arisen, or existing ones escalated) will be provided. • Continue to follow the statutory guidance, <u>Working Together to Safeguard Children, Keeping Children Safe in Education and Coronavirus (COVID -19) Safeguarding in schools, colleges and other provisions</u> 	



		<ul style="list-style-type: none">• Our safeguarding policies and procedures have been reviewed to ensure they are in line with current circumstances and continue to keep it updated as these circumstances evolve and change. A COVID-19 Annex or Addendum may have been added. Staff are aware of the new policy and kept up to date if it is revised. The policy is also available to parents/carers on our website.	
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