

Risk Assessment – COVID-19 (v3.4) Autumn Term 2021	September 2021	Stepping Stones Day Nursery
Responsible Person	Lorraine Mellers, Nursery Manager	
Other Persons Involved	Chrissie Oliver, Senior Deputy Manager	
Guidance Material Considered	<ul style="list-style-type: none"> • DfE – Schools coronavirus (COVID-19) operational guidance (from Step 4) (17 August) • DfE - Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak (17 August) • DfE - Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak (17 August) • DfE - Safe working in education, childcare and children’s social care (20 July) • PHE - COVID-19: cleaning in non-healthcare settings outside the home (19 July) • DfE Asymptomatic Testing Procedures and Guidance – available through the DfE portal (secondary) and DfE portal (primary) 	

Details	DFE Coronavirus Helpline 0800 046 8687
<p>A risk assessment covering school/setting operation from September 2021</p> <p>A revised system of control measures is in effect</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. <p>The symptoms of COVID-19 are a new and continuous cough, or a high temperature, or a loss of or change in a person’s normal sense of taste or smell</p>	

Hazard	Who is at Risk	How Can the Hazards Cause Harm	Control Measures Currently in Place
Infection Control (people)	Staff, Children, Visitors	Staff contracting COVID-19	<ul style="list-style-type: none"> • Staff who are required to quarantine having recently visited a county outside the common travel area will not come into nursery • Staff are encouraged to take part in asymptomatic testing • Any staff member with symptoms of COVID-19 is sent home to self-isolate for 10 full days and instructed to undertake a PCR test. • Where an LFD test returns a positive result the staff member must self-isolate and arrange a PCR test. • Anyone having to go home will be encouraged to not use public transport where this is applicable • Where a PCR test returns a positive result: <ul style="list-style-type: none"> ○ The staff member must notify the nursery of the test result immediately ○ The staff member self-isolates in line with self-isolation guidance ○ The nursery will review the case against the Group guidance on <i>COVID-19 and ARMS</i>. • If the PCR test result is negative the staff member can return to nursery when they feel well enough to do so. • Staff are encouraged to continue twice weekly home testing in line with PHE/DfE guidance whenever they are due to come into nursery • Any fully vaccinated staff identified as close contacts of a positive case are advised to carry out a PCR test and are also advised to carry out an LFD test each day prior to attending work • Fully vaccinated staff and staff under the age of 18 do not need to self-isolate if they are a close contact whilst waiting for PCR test results
		Children contracting COVID-19	<ul style="list-style-type: none"> • Any Child with symptoms of COVID-19 is told to self-isolate and undertake a PCR test. The Child/parents are instructed to notify the nursery of the test result. A negative PCR test result means the child can return to nursery. • Anyone having to go home will be encouraged to not use public transport where this is applicable • Clinically extremely vulnerable children can attend unless under specific medical advice not to do so • Children/children who are required to quarantine having recently visited a county outside the common travel area must not come into nursery • Child under 5 years do not need to regularly take LFT and only need to be recommended to have a PCR test if they have symptoms or a household member tests positive for COVID-19 • Where an LFD test returns a positive result the child will self-isolate and be advised to arrange a PCR test, continuing to self-isolate if the result is positive.
Suspected / confirmed case in nursery	Staff/ children	Potential contamination of surfaces and for person to person spread	<ul style="list-style-type: none"> • Child/staff member sent home and instructed to arrange a COVID-19 PCR test. • Children with symptoms are isolated in a dedicated room with an open window if possible or an outside area. Any rooms used will be cleaned once they have left. Staff must decide where the most appropriate place for isolation is and keep the child 2m+ away from others where possible. • Cleaning and disinfection of the area is carried out in accordance with DfE guidance COVID-19: cleaning of non-healthcare settings

			<ul style="list-style-type: none"> Staff will be advised to wear PPE such as disposable face covering/apron/gloves when isolating with a child and to then these items will be put into a bag and isolated in the lidded plastic isolation box in the upstairs storage room for 72hrs or until results come back negative. This can then be disposed off in the general waste bin.
Infection Control (practices)	Staff, Children, Visitors	Operational practices in place to minimise the risk of the spread of infection	<p><u>Good Hand and Respiratory Hygiene</u></p> <ul style="list-style-type: none"> Hands are cleaned regularly by all children, staff members and visitors and soap and running water or hand sanitiser is readily available for this purpose. 'Catch-it, bin-it, kill-it', promoted throughout nursery.
			<p><u>Cleaning</u></p> <ul style="list-style-type: none"> A cleaning schedule is in place with an emphasis on frequently touched surfaces Cleaning following confirmed/suspected case carried out in accordance with PHE guidance COVID-19: cleaning of non-healthcare settings Frequently used toys will continue to be cleaned more frequently between groups of children Sandpits will continue to be open and aerated daily, however may be closed if an outbreaks occur. We will slowly reintroduced small amounts of soft furnishings eg. Cushions and soft toys. These will be machined washed regularly on a minimum of 60 degrees setting.
			<p><u>Outbreak Management Plans</u></p> <ul style="list-style-type: none"> Mechanisms are in place for the rapid deployment of enhanced control measures, e.g. face coverings, bubbles, should the nursery be advised to do so by a relevant body (central government, Local Director of Public Health) <ul style="list-style-type: none"> If the need arises, the 3 units will become separate bubble again and SMT will work the rotas so that staff do not mix between bubbles as much as possible The nursery will continue to work with the local authority, our EYCA and follow the local guidance regarding Covid-19.
Infection Control (premises)	Staff, Children, Visitors	Changes to or introduction of physical control measure to minimise the risk of the spread of infection	<ul style="list-style-type: none"> The whole nursery is kept well ventilated whilst maintaining a suitable learning and working environment. Windows are opened where possible, where temperature allows it, and where doing so does not create undue risks. Non-fire doors are propped open to support ventilation and to remove need for hand contact Hand sanitiser stations will remain in place at every main entrance to the units. Staff to ensure these are kept in working order and refilled and report to domestic supervisor when sanitizer stocks are getting low. Children will continue to wash their hands when they attend the nursery and regularly throughout the day. Door drop off and collections will remain in place and will be reviewed at half term. Parents will not be required to wear face coverings however the nursery will not discourage the use of them.

			<ul style="list-style-type: none"> Any new parents/carers will be show around the nursery via the garden entrances and will be able to see into the rooms from the garden doors. Adults will be asked to sanitise their hands prior to the show round starting. Face coverings will no longer be mandatory however if either staff or visiting adults feel more comfortable wearing face coverings a mutual agreement can be formed around wearing these during the visit. The Settling in visits will remain at half an hour with more visits being allowed if the nursery/parent feel the child will benefit from extra settling sessions. Messy play will be reintroduced fully with the additional cleaning routines in place for the nursery will feel this is a safest time to make the change. If an outbreak occurs the use of messy play will temporarily be halted whilst seeking further advice. Sandpits will continue to be open and aerated daily (Mon-Fri), If an outbreak occurs sandpits may be required to close
Anxiety, stress and worry	Staff, children (parents indirectly)	Those coming to work or nursery may be anxious, worried our stressed	<ul style="list-style-type: none"> The workforce and any Union reps have been consulted in the development of this risk assessment and associated control measures This risk assessment and its findings have been shared with staff and published on the nursery website. Staff have access to Group's occupational health and counselling service Staff/Parents are encouraged to speak to the SMT regarding any anxieties and concerns they have surrounding Covid-19
Failure to follow local rules	Staff, Child, Visitors	Persons fail to follow local rules due to lack of awareness or persons who violate local rules	<ul style="list-style-type: none"> All staff reminded of their duty to follow these control measures and to support staff or children who may fail to follow these in a constructive manner Transgressions will be escalated through existing behaviour/disciplinary arrangements
The nursery lapses in following national/ group guidelines and advice	Staff, Child, Visitors	Lack of awareness leads to failure to follow required controls	<ul style="list-style-type: none"> Important updates/changes included in CEO's Heads Bulletins Regular key guidance updates issued by Group H&S Manager Nursery Manager to ensure that all relevant guidance is followed and communicated to staff Senior Leaders keep themselves up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE, and review this risk assessment accordingly The LGB is kept informed on changes in guidance and nursery approach

Details of any additional control measures for consideration	Target for completion	Date of completion	Completed By

Assessment completed by:

Lorraine Mellers and Chrissie Oliver

Date:

2.9.2021

Date of next review:

October 2021