



# Risk Assessment

**Hazard/Activity:** Covid-19\* pandemic – Implementing protective measures in our childcare settings. *\*Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.*

When completing this risk assessment, we have taken into consideration all guidance and information from the Government regarding Covid-19, including (but not exclusive to):

- [Our plan to rebuild: The UK Government’s COVID-19 recovery strategy](#)
- [Use of PPE in education, childcare and children’s social care](#)
- [People with symptoms of a respiratory infection including COVID-19](#)
- [Emergency planning and response for education, childcare, and children’s social care settings](#)
- [Chapter 4: action in the event of an outbreak or incident](#)

Please also see the settings Outbreak Management Plan.

This risk assessment and our settings Outbreak Management Plan has been shared with all staff and parents/carers via the settings website. They will be regularly reviewed/updated.

What are the hazards?	Who might be harmed?	Control measures	Additional control measures	Action by who?	Action by when?
The potential spread of Covid-19.	<ul style="list-style-type: none"> <li>• Children</li> <li>• Parents</li> <li>• Staff</li> <li>• Visitors</li> </ul>	<p><b>Symptoms of Covid-19</b></p> <p>Symptoms of Covid-19, flu and common respiratory infections include:</p> <ul style="list-style-type: none"> <li>• continuous cough</li> <li>• high temperature, fever or chills</li> <li>• loss of, or change in, your normal sense of taste or smell</li> <li>• shortness of breath</li> <li>• unexplained tiredness, lack of energy</li> <li>• muscle aches or pains that are not due to exercise</li> <li>• not wanting to eat or not feeling hungry</li> </ul>	<p><b>People at higher risk of becoming seriously unwell from respiratory infection, including COVID-19</b></p> <p>Senior Manager/Deputy Managers will provide ongoing support to ensure that daily practice and procedures are adapted as necessary, and when required, to minimise the risk to staff members and children at higher risk of becoming seriously unwell. This includes:</p> <ul style="list-style-type: none"> <li>• Older people</li> <li>• Those who are pregnant</li> <li>• Those who are unvaccinated</li> <li>• People of any age whose immune system means they are at higher risk of serious</li> </ul>	<p>Senior Manager</p> <p>Deputy Managers</p> <p>All staff</p>	Ongoing during recovery stage of Covid-19 pandemic.

		<ul style="list-style-type: none"> <li>• headache that is unusual or longer lasting than usual</li> <li>• sore throat, stuffy or runny nose</li> <li>• diarrhoea, feeling sick or being sick</li> </ul> <p>If any staff member or child displays symptoms of a respiratory infection, such as Covid-19, and they have a <b>high temperature (37.8 or higher)</b> they will be advised to stay at home until they no longer have a high temperature and feel well enough to resume normal activities.</p> <p>Children with mild symptoms such as a runny nose, sore throat or slight cough, who are otherwise well should continue to attend the setting.</p>	<p>illness (<a href="#">COVID-19: guidance for people whose immune system means they are at higher risk - GOV.UK (www.gov.uk)</a>)</p> <ul style="list-style-type: none"> <li>• People of any age with certain long-term conditions (<a href="#">Who is at high risk from coronavirus (COVID-19) - NHS (www.nhs.uk)</a>)</li> </ul>		
		<p><b><u>Testing - Staff</u></b></p> <p>From the start of April 2022, the government ended free symptomatic and asymptomatic testing for the general public. This includes people who work in education and childcare settings. The Oasis Childcare Centres will work with retailers to ensure that they can purchase test kits for staff when required, i.e. in the event of a staff member developing symptoms or in the event of an outbreak and needing to temporarily re-instate twice-weekly testing.</p> <p>Staff members who receive a positive test result will be advised to stay home and avoid contact with other people for 5 days after the day they took their test. At the end of the 5 day period, if the staff member does not have a high temperature and they feel well enough to resume normal activities, they can return to work.</p>			

	<p><b><u>Testing - Children</u></b>  It is not recommended that children and young people are tested for Covid-19 unless directed by a health professional. In the event of a child receiving a positive test result they should try and stay at home and avoid other people for 3 days after the day they took the test. After 3 days, if they feel well and do not have a high temperature, they can return to the setting.</p>			
	<p><b><u>Workforce/Staffing</u></b>  Staff to child ratios will apply in-line with the requirements of the EYFS Framework:  *Under 2's 1:3  *Aged 2 1:4  *3 &amp; Over 1:8/1:13 if EYT</p> <p>In the event of staff shortages due to sickness or self-isolation we will work closely to share staff between our two centres as required. We also have the support of the onsite Primary Schools if required.</p> <p>As a temporary measure we would consider mixing age groups of children who are usually educated or cared for individually. Ratios would be guided by all relevant requirements and by the needs of individual children within the group. For the purposes of meeting EYFS ratio and qualification requirements, all staff educating or caring for a mixed age group of children will be considered 'available to work directly with' all of the children who have been grouped together.</p> <p>If required, we would work with the Local Authority to identify how appropriate provision can be put in</p>	<p><b>Prioritising Early Years Places</b> – In exceptional circumstances, if high levels of workforce absence means that we are required to restrict attendance (for example, where we are oversubscribed, or unable to operate at full capacity) we would give priority to:</p> <ul style="list-style-type: none"> <li>• children of critical workers, and vulnerable children (as identified in <a href="#">Emergency planning and response for education, childcare, and children's social care settings (publishing.service.gov.uk)</a>);</li> <li>• then 3- and 4-year-olds, in particular those who will be transitioning to Reception;</li> <li>• followed by younger age groups.</li> </ul>		

		<p>place while keeping staffing arrangements as consistent as possible.</p>			
		<p><b>Environment</b></p> <p>We operate a free-flow system therefore all external doors in the learning rooms are open throughout the day. This allows for good ventilation and ensures fresh air flow throughout the day.</p> <p>Individual rooms throughout the setting have external windows which can be securely opened to allow for fresh air flow and improve ventilation when required.</p> <p>The setting has underfloor heating fitted throughout which enables us to maintain a comfortable temperature, whilst ensuring to environment is well ventilated.</p>	<p>December 2021 - CO2 monitors have been provided by the DfE to enable staff to quickly identify any areas/rooms where ventilation needs to be improved. These have been positioned throughout the setting to monitor ventilation and air flow throughout the building.</p>		
		<p><b>PPE</b></p> <p>The government guidance <a href="#">The use of personal protective equipment (PPE) in education, childcare and children’s social care settings, including for aerosol generating procedures (AGPs) - GOV.UK (www.gov.uk)</a> states that:</p> <p><i>‘Most staff in education, childcare and children’s social care settings will not require PPE in response to COVID-19 beyond what they would normally need for their work. If a child, young person, or student already has routine intimate care needs that involve the use of PPE, the same PPE should continue to be used. Additional PPE for COVID-19 is only required in a very limited number of scenarios:</i></p> <ul style="list-style-type: none"> <li>• <i>if an individual child, young person or student becomes ill with COVID-19</i></li> </ul>	<p><b>* What PPE to wear when caring for a symptomatic individual</b></p> <p>Depending on how close staff need be to an individual with COVID-19 symptoms they may need the following PPE:</p> <ul style="list-style-type: none"> <li>• fluid-resistant surgical face masks (also known as Type IIR)</li> <li>• disposable gloves</li> <li>• disposable plastic aprons</li> <li>• eye protection (for example, a face visor or goggles)</li> </ul> <p>How much PPE staff need to wear when caring for someone with symptoms of COVID-19 depends on how much contact they have.</p> <ol style="list-style-type: none"> <li>1. A face mask should be worn if they are in face-to-face contact.</li> </ol>		

		<p><i>symptoms and only then if close contact is necessary*</i></p> <ul style="list-style-type: none"> <li>• <i>when performing <u>aerosol generating procedures (AGPs)</u></i></li> </ul> <p>Administrator/Manager will monitor the usage of PPE as it is essential to ensure that a supply of stock is available to all who require it, as and when it is required to meet the operational needs of the setting. If 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.</p> <p><b>Wearing of Gloves:</b> Where staff are required to wear gloves to complete tasks, such as food preparation or personal care, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p>	<ol style="list-style-type: none"> <li>2. If physical contact is necessary, then gloves, an apron and a face mask should be worn.</li> <li>3. Wear eye protection if a dynamic risk assessment determines that there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting.</li> </ol> <p>Staff to be reminded that wearing gloves is not a substitution for good hand washing. Staff must still wash their hands regularly with soap and hot water.</p>		
		<p><b>Hand Washing</b> Frequent and thorough hand washing is regular practice and we ensure that children and staff clean their hands with soap and water or hand sanitiser throughout the day.</p> <p>Hand washing facilities with soap, hot water and paper towels are available in the staff room, reception area and within each of the learning rooms (low sinks in the TR and PS rooms to ONLY be used for staff and children to wash their hands). Ceramic sink in BR to be used for staff to wash their hands.</p> <p>Hand sanitisers are readily available (out of reach of children) outside where washing facilities are not</p>	<p>Staff and children will be reminded to catch coughs and sneezes in tissues – follow ‘Catch it, Bin it, Kill it’ and to avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>Staff to ensure that soap dispensers and bottles are checked and re-filled at the end of each day. (Do not throw away empty soap bottles).</p> <p>The <a href="#">e-Bug website</a> contains free resources, including materials to encourage good hand and respiratory hygiene.</p>		

		<p>readily available, however staff are encouraged to use soap and hot water where possible.</p> <p>All children are supported by a staff member to thoroughly wash their hands with soap and hot water throughout the day, such as before and after eating, and after toileting.</p> <p>All staff thoroughly wash their hands with soap and hot water or use hand sanitiser each time they wipe a child's nose/wipe their own nose/cough/sneeze/before they eat their own food/after they eat their own food/before and after supporting the children with lunch and snack/before and after supporting babies with having a bottle.</p> <p>The 'catch it, bin it, kill it' approach continues to be very important. Tissues MUST be immediately disposed of. Tissues and bins will be made available throughout the setting, including outside.</p>			
		<p><b>Cleaning</b> A thorough cleaning schedule is embedded to ensure our equipment and environment is cleaned frequently. This includes doors, furniture, surfaces and children's toys and equipment. Ensure all low-level surfaces, tables, role-play areas, shelves etc are regularly disinfected (spray disinfectant and disposable blue roll).</p> <p>The children's toilets are checked/cleaned every hour.</p> <p>The setting employs a domestic operative who thoroughly cleans the setting outside of working</p>	<p>Regular checks will be carried out by the Management Team to ensure that the necessary procedures are being followed and adhered to by all staff members.</p> <p>Prop doors open wherever possible (maintaining security/safeguarding) to minimise touch of surfaces and maintain good ventilation.</p> <p>Please be mindful not to allow children to share comforters/blankets.</p> <p>Dummies will be sterilized individually after every use.</p>		

		<p>hours, including the learning rooms, reception area, office, kitchen and toilet areas.</p> <p>At the end of the working day all staff are required to complete a thorough clean of the toys and resources.</p>			
		<p><b>Travel</b> All children and staff travelling to England must adhere to government travel advice <a href="#">in travel to England from another country during coronavirus (COVID-19)</a>.</p> <p>Parents travelling abroad should bear in mind the impact on their child’s education which may result from any requirement to quarantine or isolate upon return.</p>	<p>Bookings, Charges and Cancellation Policy will apply.</p>		
		<p><b>Mental Health</b> Management continues to promote mental health &amp; wellbeing awareness to staff during the Coronavirus recovery period and will offer whatever support they can to help. Reference: <a href="https://www.mind.org.uk/information-support/coronavirus/">https://www.mind.org.uk/information-support/coronavirus/</a></p> <p>Peninsula employee assistant programme available if needed.</p> <p>Staff continue to promote the mental health and well-being of all children. We will adapt, where reasonably possible, to meet the specific emotional and behaviour needs of individual children.</p> <p>Staff continue to promote the mental health and well-being of parents/carers and families. We will adapt, where reasonably possible, to meet the</p>	<p>Manager touches base daily with all staff to monitor mental health and well-being – daily well-being check.</p> <p>Manager liaises with Oasis Chairperson on a weekly basis via phone/email.</p> <p>All staff are encouraged to liaise with a member of the Management team to share/discuss any issues or assistance that they may need during this difficult time.</p> <p>Open-door policy for those who need additional support – staff, children and families.</p> <p>Mentor system to support new staff, to support staff with paperwork, developing their role, adapting workload etc.</p>		

		specific emotional and behaviour needs of individual parent/carers and families.	Well-being information packs to support staff with a wide range of strategies to support their well-being and positive mental health.  Ongoing virtual training opportunities to support professional development.		
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**Date completed:** 27.05.2020 (updated 02.04.2022)

**Review Date:** Ongoing in-line with DFE and Government guidelines.