

Little Lambs Pre-School Centre

COVID 19 Risk Assessment

Location / Site	Little Lambs Pre-School Centre
Activity / Procedure	Nursery practice
Assessment date	6 th June 2022
Identify people at risk	YES or NO
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

Please note, coloured headings are used to differentiate between each section and hold no relevance to the level of risk involved

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Close contact with families on entering nursery at the start of sessions resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Groups of children to use separate entrances to alleviate pressure on main entrance. Sunshine Room children to use Sunshine Room outside door, Rainbow Room, and Dove Room children to use main nursery entrance. 2. Parents to continue to drop children off at outside door, although they are welcome to enter nursery for discussions, to settle children, pop-ins, or visits, or any other purpose. 3. Staff in contact with parents can choose to wear masks during contact. 4. Parents in contact with staff can choose to wear masks during contact. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Close contact with families whilst parents collecting children from nursery resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Groups of children to use separate entrances to alleviate pressure on main entrance. Sunshine Room children to use Sunshine Room outside door, Rainbow Room, and Dove Room children to use main nursery entrance. 2. Children to be individually taken to parents by staff, although parents are welcome to enter nursery for discussions, to settle children, pop-ins, or visits, or any other purpose. 3. Staff in contact with parents can choose to wear masks during contact. 4. Parents in contact with staff can choose to wear masks during contact. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Close contact between children and staff in rooms resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Each room has a sink/wash station to use for handwashing facilities. 2. Focused activities carried out to explain importance of hygiene. 3. Surface cleaning materials readily available and staff reminded about the importance of regularly wiping down surfaces. 4. Utilise outdoor space as much as possible. 5. Open windows to ensure areas are well ventilated as much as possible. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Close contact between children and staff during outdoor play resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Encourage outdoor play as much as possible 2. Ensure children wash or gel hands after outdoor play. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of hygiene when eating resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Children eat in café area. 2. Hand washing measures in place before and after food. 3. Staff will prepare café food/drink and offer to individual children, ensuring that children do not touch food on plates. 4. Staff to ensure that children do not share food. 5. Tables wiped clean in between groups of children. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Poor hygiene throughout the session resulting in direct and indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Children to wash or gel hands at regular intervals throughout the session including always on entry to nursery, after using the toilet, before and after malleable play, before and after café, before and after water play, when returning from outdoor play and any time they cough, sneeze or wipe their nose. 2. Procedure agreed for children to wash hands so thorough hand washing. 3. Staff to monitor to ensure children carry out proper hygiene procedures of thorough handwashing/ flushing when using the toilet. 4. Hand washing facilities in each room. 5. Separate soap dispensers for each sink/wash station. 6. Hand gel dispenser in each room, by nursery main entrance and staff entrance. 7. Bins emptied at lunchtimes. 8. Adequate soap, hand sanitiser and paper towels in stock to ensure we do not run out. 9. Toilets to be cleaned after each session. 10. Staff and children to follow ‘Catch It, Bin, It, Kill It’ procedure after coughing, sneezing and after blowing/ wiping nose. ‘Catch It, Bin, It, Kill It’ posters displayed in each room to remind children of the importance of using tissues. Tissues will be supplied in each room. Open top bins will be used in rooms as lidded bins are deemed an ‘unnecessary key contact point’ by Little Lambs. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Contact of shared resources resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Classroom cleaned after each day, where appropriate, using cleaning products conforming with HSE regulations. 2. Resources washed before putting away after use, equipment changed weekly where possible. Equipment washed in cleaning products (which conform to HSE regulations) and left to dry naturally. 3. Malleable materials, such as playdough, to be disposed of at the end of the week. 4. Tables, door handles, and other surfaces cleaned with cleaning products (which conform to HSE regulations) every night – cleaner and staff. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Emotional distress of the children resulting in anxiety and lack of emotional security of the children			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. PSED supporting activities planned to support children’s well-being. 2. Regular reassurance of children’s safety whilst at Little Lambs. 3. Regular conversations with each and every child to ensure any distress is identified quickly. 4. Staff will be available to converse with parents regarding their children’s needs at the beginning and end of each session. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Emotional distress of the staff – including anxiety resulting in time off work, illness			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Inclusion in risk assessment process – input into hazard identification and control measures. 2. Each staff member to receive a copy of risk assessment and training/instruction given prior to work. 3. Staff email/messaging app and open-door policy to discuss concerns and shared control measures. 4. Sharing of support helplines. 5. At least one Senior Staff member in setting each day for staff to share concerns with. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to close contact with children – 1:1 and restraint- resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Seek expert guidance from Rachel Gibbon re support for children with behaviour difficulties – that might need restraint and display spitting, biting etc. leading to individual risk assessments. 2. Extra disposable aprons and gloves in stock and readily available. 3. Reduced timetable considered if necessary and if children are acting in a way staff are put at risk. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of infection due to lack of cleaning resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Staff/cleaner to clean areas accessed after each day and wipe tables/surfaces using specified cleaning materials. 2. All surfaces, handles, toilets will be cleaned each day by cleaner using specified cleaning materials. 3. Gloves will be worn by all cleaning staff. 4. Some resources will be used throughout the week and washed using appropriate products before putting away. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to close contact with children – First Aid and changing children - resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Adequate gloves and disposable aprons in stock. 2. Staff to wear disposable gloves and aprons whilst carrying out first aid involving bodily fluids and changing children. These should be disposed of in a sealed bag and placed in the outside bin. 3. Any clothes containing bodily fluids should be bagged, placed in sealed, labelled bucket for purpose in the children’s toilets, and given to parents at the end of the session. 4. Any items containing bodily fluids from any child who has symptoms should be double bagged and quarantined for 72 hours before being placed in the outside bin. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Close contact of others in staff areas/ office and throughout the setting and staff hygiene resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Staff can choose to wear masks in shared spaces (in the office and other staff areas). 2. Staff to utilise the whole building when working at a desk. 3. Nursery office is not to be used as a thoroughfare. Staff signing in sheet has been moved to next to the entrance door and staff pigeonholes for mobile phones are by coat pegs in corridor to alleviate the area becoming a bottle neck. 4. Staff should wash hands/use hand sanitiser on entering and leaving the building and throughout the day. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to visitors into nursery - resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. All visitors can choose to wear a mask or visor when on nursery premises. 2. All visitors to follow adequate hygiene procedures whilst on nursery premises. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

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<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Risk of infection due to transmission of the virus to staff and children			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> 1. Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing, loss of or change to your sense of smell or taste and high temperature, and are kept up to date with national guidance about the signs, symptoms and transmission of Coronavirus. 2. Appropriate PPE is sourced and guidance on its location, use and disposal issued to staff in line with government guidance on what to do if a child or staff member becomes unwell. 3. All staff are informed of the procedure in nursery relating to a child becoming unwell in nursery. 4. All staff advised of the procedure in nursery if a member of staff becomes unwell. 5. Ensure all staff absences are appropriately recorded. 6. Any child who displays signs of being unwell is immediately referred to Jen Anslow or Rachel Gibbon. 7. Any staff member who displays signs of being unwell immediately refers themselves to Jen Anslow or Rachel Gibbon. 8. Staff ensure that any unwell children with symptoms of COVID-19 are moved to the Butterfly Room (which will be vacated for the purpose) whilst they wait for their parent to collect them. Office staff to contact parents. Parents advised to follow the COVID-19: Guidance for households. 9. Window will be opened to ensure room is well ventilated. 10. If children need to use the bathroom, they should use a separate bathroom (Church toilet) which will be cleaned and disinfected using standard cleaning products after use. 11. Any items containing bodily fluids from any child who has symptoms should be double bagged and quarantined for 72 hours before being placed in the outside bin. 12. Children displaying symptoms of Coronavirus do not come into contact with other children and as few staff as possible, whilst still ensuring the child is safe. A facemask and visor should be worn by the supervising adult if a distance of 2 metres cannot be maintained 13. If contact with the child is necessary, then gloves, an apron, a face mask and visor should be worn by the supervising adult. This is provided by nursery and located in Rainbow Room sink cupboard and in the toilet for disabled in the entrance. 14. The relevant member of staff calls for emergency assistance immediately if the children's symptoms worsen. 15. In an emergency situation call 999 if someone is seriously ill or injured or their life is at risk - anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital. 16. Areas used by unwell children who need to go home are identified as out of bounds, thoroughly cleaned and disinfected once vacated. 			

A child/staff member is tested and has a confirmed case of coronavirus: In line with government advice:

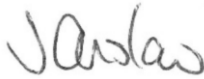

“Anyone who tests positive – whether they paid for a test, or it was free – will be advised to try to stay at home and avoid contact with other people for five days, which is when they are most infectious.”

“Children and young people who are unwell and have a high temperature should stay at home. They can go back to nursery, school or college when they feel well enough, and the fever has gone.”

In the event of an outbreak, the manager will contact the Local Authority. It will then be decided if it is appropriate to resume practise stated in our Outbreak Control risk assessment.

As a result, nursery taken appropriate action in the event of a confirmed case of coronavirus.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

OVERALL level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Assessor's comments			
This is completed to the best of my knowledge in these unprecedented times. I have assessed the risks I see at this time, however, as a Nursery Manager, I cannot guarantee the full and total safety of the children and staff at these times.			
Name of assessors – Manager	Signature of assessor	Date	
Jen Anslow		06/06/2022	
Name of assessors – Deputy Manager	Signature of assessor	Date	
Rachel Gibbon		06/06/2022	

