

## COVID-19 Risk Assessment Childcare

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.

To keep up to date with [HSE](#), [NHS](#) and [Government](#) advice to workplaces in this fast changing situation visit.

**All actions identified must also comply to the YMCA Worcestershire Covid 19 Risk Assessment document (14/5/2020)**

What are the hazards?	Who might be harmed	Existing controls	Additional Controls	Action by who?	Action by when?	Done
1:Front Door: Parents/carers/Unknown People Entering. Possible spread of infection	Adults  Children	Door to be locked at all times.  Staff to look through the window before answering.  Notice on door providing info on closures and parent drop offs	Staff only permitted entry. Parents to collect/drop off at Green gate. Door handles/high traffic surfaces to be disinfected at intervals during the day.  Non essential visitors will be postponed, or alternative arrangements made.  Children, young people, parents, carers or any visitors, such as suppliers, are told not to enter the education or childcare setting if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus infection	Staff	1/06/20 20  On-going	

<p>2: Side Door Entrance/Side gate</p> <p>Unknown People Entering.</p> <p>Possible spread of infection</p>	<p>Parents/carers/children</p>	<p>Children are dropped at the door.</p> <p>Door locked. Door bell in place.</p> <p>Staff look to see who it is first.</p> <p>Gate kept locked.</p>	<p>Only the gate is used.</p> <p>Markers to be used outside to distance parents. Min 2metres apart.</p> <p>Stagger drop offs and collections. Reminder notice on door/gate to follow guides.</p> <p>Use of side gate to play area</p> <p>Children will be kept in their 'bubble'</p> <p>Children to wash hands as soon as they enter the building. Using warm water and antibacterial wash.</p>	<p>Room Staff</p>	<p>2/06/20 20</p>	
<p>3. Children/staff carrying possible infection/showing signs of infection</p>	<p>Adults/children</p>	<p>Children and staff to wash hands on arrival.</p> <p>Temp checks if children/staff are feeling unwell/start to show symptoms.</p> <p>Temperature check on arrival.</p>	<p>Temperatures of children to be taken on arrival, If above 37.8 to be sent home straight away and follow isolation guidance.</p> <p>Children and staff to wash hands on arrival and at regular intervals during the day. PPE.(aprons, gloves, masks) to be worn during personal care/dealing with a sick child) Hand sanitiser for staff to use throughout the day.</p> <p>Parents and staff to sign declaration stating they are following gov guidance on c19 social distancing.</p> <p>If a staff member was to show symptoms whilst at the setting they will be asked to leave and follow the guidance given to them from 111 online coronavirus service and follow it. They then must inform their manager of the advice given.</p> <p>If child was to show symptoms whilst at the setting they would be taken to a dedicated isolation space until they were collected. The room will then remain locked until a deep clean is carried out. The staff who have already been in contact with the child will remain with them until they are collected.</p> <p>Parents will be called immediately for them to come and</p>	<p>All staff</p>	<p>2/06/20 20 On-going</p>	

			<p>collect and they will be told to seek advice from 111 online coronavirus service and follow it. Parents must call us and inform us of the advice given.</p> <p>If a parent or visitor was to show symptoms whilst at the setting, they will be asked to leave and follow the guidance given to them from 111 online coronavirus service and follow it. Parents/visitors must call us and inform us of the advice given.</p> <p>Staff are vigilant and report concerns about a child's symptoms to the manager/deputy manager.</p> <p>If any of these occur the manager will then seek advice and make appropriate arrangements</p>			
<p>4. Porta Potty/ Potty: Contamination Chemical injuries Spreading infection through bodily fluids</p>	Adults/children	<p>Milton to be used rather than COSHH Chemicals. Follow Milton instructions on how to mix it.</p> <p>Emptied and cleaned daily. Clean seat/flush after every use. Wear PPE.</p>	<p>Clean/antibac potty after each use.</p> <p>Empty small potty in to porta potty and clean after use.</p>	All Staff	<p>2/06/20 20 On-going</p>	
<p>5. Clothing/ Hygiene practices -cross contamination C-19</p>	Adults/children	<p>Staff wear PPE as required</p> <p>Regular hand washing used</p> <p>Regular cleaning of equipment</p>	<p>Staff to cover clothing as required using PPE (aprons, gloves, masks)</p> <p>Staff will have the option to keep uniform/spare clothing at work to change on arrival/departure. Bag own clothes and keep separately from other staffs items.</p> <p>Regular hand washing and using hand gel in between</p>	All staff	<p>2/06/20 20 On-going</p>	

		<p>washing hands. Hand gel to be available at all times in entrance halls and rooms.</p> <p>Tissues must be available in all areas. Once used they must be binned and hands washed. If unable to get to a sink use hand gel until you are able to wash your hands.</p> <p>When encouraging children to wash their hands use a song to ensure they wash them properly.</p> <p>Public information and hand washing signs displayed Catch it, bin it, kill it.</p> <p>On arrival and departure to the setting hands must be washed. Those with long hair - Tie it up. Protection of staff is crucial take your RINGS, WATCHES, BRACELETS off. Remove false NAILS. Trim nails short. This will help keep infection at bay and mean you can wash your hands properly and regularly.</p> <p>Staff to follow safe procedures when arriving home-bagging and washing all clothes worn at work straight away and showering. Washing hands straight away when at home.</p> <p>The COVID-19: cleaning of non-healthcare settings guidance is followed;</p> <p>Surfaces that children and young people are touching, such as toys, books, tables, chairs, doors, sinks, toilets, light switches, are cleaned more regularly than normal;</p> <p>Children clean their hands after they have coughed or sneezed</p>			
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6. Changing Unit/personal care Cross-contamination C19	Adults/children	Disinfected after each use.  Hand washing after each change.		All staff	02/06-2020 On-going	
7.Kitchen Cross contamination C-19	Adults/children	Adults to wash hands in/out and replace gloves/aprons if wearing	No children to be allowed in the kitchen area.  Good hygiene practice to be used (section 5).	All staff	02/06-2020 On-going	
8.Nappy Bin Cross contamination/infection C-19	Adults/children	Nappy Bin to be used.  All nappies to be placed in nappy sacks.  Apron and gloves worn  Bin cleaned with antibac at the end of the day	PPE worn.(aprons, gloves,masks)  Bin emptied daily.  Antibac small nappy bin after emptying.  Main bin emptied by outside services	All staff	02/06-2020 On-going	

<p>9. Lunch/snack times Cross contamination Spreading C-19</p>	<p>Adults/children</p>	<p>Staff to wear PPE when preparing snack. Wash hands before and after.  Clean tables before and after meal times.</p>	<p>Children's Food to be kept on cloak room pegs. Lunches to be provided in disposable bags to be binned after use. Prepare lunch/snacks separately in main kitchen ensuring lunch containers do not touch. Snack and lunch to be plated and given to seated child.  Staff to wash hands in/out of kitchen and use new PPE (aprons, gloves masks). Prep area to be cleaned before and after prep.  Children and staff to be seated away from each other with no more than 4 children seated at the same time. table to be antibaced before/after. Chairs must also be antibaced after use.  Children should drink from their own cups and these are to be washed in the dishwasher after use.</p>	<p>All staff</p>	<p>02/06-2020 On-going</p>	
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<p>10. Lunch breaks Staff not adhering to social distancing rules</p>	<p>Adults/children</p>	<p>One member of staff to take lunch at a time.  Ensuring ratios are met within the room.</p>	<p>Use a separate area or room for lunch breaks away from other staff/children. Table to be wiped down after each use with antibac wipes/spray. Current unused room can be used for breaks. Staff to follow good hygiene practice. (section 5)</p>	<p>All staff</p>	<p>02/06-2020 On-going</p>	
<p>11. Shared toys/equipment Social distancing within</p>	<p>Adults/children</p>	<p>Toys and equipment are not shared</p>	<p>Selected resources to be used and not shared between groups/bubbles.</p>	<p>All staff</p>	<p>01/06-2020 On-</p>	

<p>a nursery environment</p> <p>Cross contamination/spreading</p> <p>Covid 19</p>		<p>between rooms</p> <p>Regular cleaning of toys and equipment is done</p>	<p>Child groupings/bubbles to be kept the same.</p> <p>Staff to clean these after each session. Using antibac/steam cleaner/hot soapy water. Staff to check and sign sheet after cleaning.</p> <p>Staff to wear PPE (aprons, gloves, mask) when performing any cleaning duties.</p> <p>Water play to be restricted to contain antibac soap.</p> <p>No messy play i.e gloop/moon dough.</p> <p>All spaces are well ventilated using natural ventilation (opening windows) or ventilation units where possible;</p> <p>Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.</p> <p>The environments is organised to maintain space between activities</p> <p>Unnecessary items are removed from the setting where there is space to store it elsewhere</p> <p>The COVID-19: cleaning of non-healthcare settings guidance is followed;</p> <p>Surfaces that children and young people are touching, such as toys, books, tables, chairs, doors, sinks, toilets, light</p>		<p>going</p>	
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			switches, are cleaned more regularly than normal; Adults to keep at a 2 metre distance from each other.			
12. Showing of Symptoms whilst at home-staff/children-spreading C-19	Adults/children	Staff to notify line manager as soon as possible and not come in to work.  Follow guidance from 111	If a staff member was to show symptoms (new continuous cough, high temperature) whilst at home they will be asked follow the guidance given to them from 111 online coronavirus service and follow it. They then must inform their manager of the advice given.	All staff	02/06-2020  On-going	
13. Staff returning to work/  Parents unaware of new guidelines/procedures	Adults/children	Staff to receive training/guidance before nursery reopens to all children	Staff to read, read risk assessments.  All staff have regard to all relevant guidance and legislation including, but not limited to, the following: -The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 -The Health Protection (Notification) Regulations 2010 -Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' -DfE and PHE (2020) 'COVID-19: guidance for educational settings' including any new procedures to follow. Parents/carers to sign declaration that they are happy with the safety measures we are taking. Parents to be sent guidance on what the reopening to all children will look like and what it means	All staff	01/06-2020  On-going	



			<p>for them. Parents adequately updated about any changes to infection control procedures as necessary Parents to sign declaration that they are following Government guidance at home. Parents are informed that they must not send their child to the setting if the child develops coronavirus symptoms or if another household member develops coronavirus symptoms. In both these circumstances the parents/carers should call the setting to inform the setting of this and that they will be following the national Stay at Home guidance. Staff to complete online training -prevent covid 19</p>			
<p>14. Sleeping Area Cross contamination Covid-19</p>	<p>Adults/chil dren</p>	<p>Mats are sprayed/wiped with antibacterial spray</p> <p>Children do not share blankets</p>	<p>Each mat to be placed at least 2 meters apart.</p> <p>Each child has their own sleep mat not to be shared.</p> <p>Each mat is sprayed after use using antibacterial spray/wipes/Milton and labelled for next use by the same child.</p> <p>Mats to be stored safely in the cupboard away from each other and away from toys/equipment</p> <p>No soft furnishings to be used.</p>	<p>All Staff</p>	<p>02/06- 2020</p> <p>On- going</p>	

<p>15. Outside area Covid 19 contamination/spread</p>	<p>Adults/child ren</p>	<p>Suitable clothing is worn for weather conditions  Shaded area available  Sun cream applied in hot weather</p>	<p>Precautions for hot/sunny weather in place- children to arrive wearing sunscreen. Parents to sign that they have applied this before dropping off their child.  Staff will not apply sunscreen to children  If a child has not had sunscreen on they must not be in the sun if it is felt too hot.  Children to cover up as much as possible during hot weather Children will be outside more than usual and must be prepared for this, Suitable clothing to be worn for hot/cold weather.  .Outside toys and equipment must be cleaned after use with hot soapy water/antibacterial spay/Milton. Soft furnishings are not to be used. Children to go outside in their bubble groups, not to mix with others.</p>	<p>All Staff</p>	<p>02/06- 2020  On- going</p>	
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The logo consists of the letters 'YMCA' in a bold, blocky, sans-serif font. The letters are dark grey and are set against a light grey, trapezoidal background that tapers to a point on the right side.

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