

# Risk Assessment

Form RA00C

Location - All Settings.....

Completed By - Debbie Steeples and Katherine Shimwell.....

Date 14/07/2020..

Hazard	Who is at Risk?	What can be done to reduce the risk?	Recommended Additional Precautions	Action Taken including date	Review Date Calendared Y/N
<p>Contracting Coronavirus Covid-19</p> <p>Child, Staff Member or Visitor develops symptoms</p> <p>Child, Staff Member or Visitor tests positive for C19</p>	<p>All Staff, children, visitors.</p> <p>Staff, Children and Visitors who were present.</p>	<p>Person with symptoms should be sent home and advised to self-isolate for 7 days and their household to self-isolate for 14 days (or until negative test confirmed)</p> <p>Children to be grouped in bubbles as per agreement with schools (see individual RAs) and any 'breaking' of bubbles to be reported to school admins.</p> <p>Policies and procedures followed</p> <p><b>Track and Trace</b> to be followed</p>	<p>Whilst still in setting the individual should be moved to isolation in another room ideally with the windows open. They should have sole use of a toilet where possible.</p> <p>PPE should be worn by one staff member who should solely deal with the individual.</p> <p>If condition worsens ring 999.</p> <p>The parents and carers or other attendees at the session should be advised when they pick up their child as a precaution.</p> <p>Enhanced cleaning should be carried out of all areas the person accessed.</p> <p>Everyone who came into close contact with the individual should be advised of the situation and should self-isolate for 14 days.</p>	<p>Emergency Kit sourced Apron, Mask and Gloves. Face Shields to follow.</p>	<p>September 2020</p>

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<p>Contracting Coronavirus Covid-19</p> <p>Unwashed Hands</p> <p>Transmission by air</p>	<p>All Staff, children, visitors.</p> <p>All Staff, children, visitors.</p>	<p>Good hand hygiene followed.</p> <p>Cover mouth and nose with disposable tissues when you cough or sneeze. Dispose of tissues into a rubbish bag then immediately wash hands as above. If no tissue available, sneeze or cough into the crook of our elbow.</p>	<p>Where appropriate additional cleaning should take place.</p> <p>Any resources or areas used should ideally be left for 72 hours.</p> <p>Washing hands more often than usual plus:-            Before starting work.            If you touch your face.            If you sneeze or cough.            If you blow your nose.            On arrival in setting.            Before and after eating.            Before and during handling food.</p> <p>Hands must be washed thoroughly for 20 seconds with soap and running water then dried thoroughly or alcohol based hand sanitiser used.</p> <p>Ensure a good supply of tissues.</p>	<p>Stocks of hand wash and hand sanitisers to be checked along with paper towels (where used) daily.</p> <p>Check tissues stocks daily. Check individual for further symptoms of C19</p>	
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<p>Transmission via surfaces</p>	<p>All Staff, children, visitors.</p>	<p>Frequently touched equipment will be cleaned often.</p> <p>Sharing of resources to be limited to family groups.</p> <p>No toys or food to be brought in from home.</p>	<p>Resources which have been accessed by a child should be marked up 'do not use until xxx' which should be 72 hours.</p> <p>Touch points such as light switches and door handles should be disinfected at the start and finish of each session.</p>	<p>Electronic toys to remain unused.</p> <p>Soft furnishings have been removed.</p> <p>Checklists to be amended where necessary.</p> <p>Designated toilets.</p>	
<p>Minimise mixing and contact at arrival and departure times</p>	<p>Children and their Parents or Carers</p>	<p>System introduced where parents do not enter the site.</p>	<p>Staff member to collect or return children to designated place following a phone call.</p> <p>Individual procedure to be introduced for each setting based on layout of area.</p> <p>Parents to be advised.</p>		
<p>Minimising touch points</p>	<p>Staff</p>	<p>Limit number of users of staff equipment such as grab bag, checklists etc.</p>	<p>Wash hands before and after using these.</p> <p>Staff to have own pen in their bum bag</p>	<p>Parents to no longer sign children out, staff to do this. Confirm time verbally with parent.</p>	
<p>Intimate care or first aid</p>	<p>Staff or children</p>	<p>Some PPE should be worn if the staff member has to come into close proximity to a child to care for them.</p>	<p>Gloves and a mask should be used whilst the tasks carried out.</p>	<p>Disposable masks acquired with more to follow (washable)</p>	

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<p>Transmission between home and work by staff.</p>	<p>Staff or children</p>	<p>Good hygiene to be followed.</p>	<p>Fresh clothes to be worn by staff each day.</p> <p>Hair to be tied up before arrival at setting.</p> <p>Minimal jewellery to be worn.</p> <p>Limited personal possessions to be brought into setting ideally just a bum bag.</p> <p>Personal phones in lockers or filing cabinets if must be brought in, ideally leave in car.</p>	<p>Risk Assessment shared with staff 10/06/2020</p>	
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