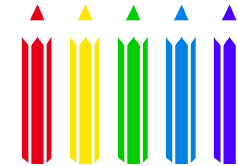


Green Lane Nursery and Childcare Centre



Coronavirus Risk Assessment

Risk Description	Who is at Risk	Control Measures	Risk Rating H/M/L	Lead for Risk Control
National guidelines are updated daily but Nursery lapses in following advice	Staff, Children, Families	Business Manager to ensure daily checks are made with Government updates.	Low	Business Manager & Manager
		Any change of information to be shared with the Manager and Directors and passed on to staff and parents.		
Guidelines in place are not being followed in Nursery	Staff, Children, Families	Posters/guidelines displayed in each room.	Medium	Manager
		Parents/carers will be emailed the Nursery Reopening Plan.		
		Staff to remind children to practice excellent hand hygiene.		
		Children will be encouraged to use the 'catch it, bin it, kill it' approach.		
		Hand sanitisers in each room.		
Cleaning staff and Manager to ensure that all toilets are well stocked, door handles, doors, bin lids and toilets are cleaned frequently throughout the day and the cleaning register signed.				

		Staff are briefed of the importance of following the guidelines set out by the Government and those stated in the Nursery Reopening Plan. Staff must sign to acknowledge this document.		
PPE shortages	Staff & Children	Manager to ensure full stocks of PPE at all times.	Low	Manager
Poor communication	Staff, Children, Families	All staff and children to be reminded daily of actions and requirements. Manager to share Risk Assessment with staff. The Nursery Reopening plan to be emailed to parents/carers and also uploaded onto the website. All communication between the Management Team and Directors will be electronically using virtual meetings when necessary.	Low	Manager
Children are not displaying symptoms but have Coronavirus. Parents/carers do not report sickness.	Staff, Children, Families	Staff to remind children to practice excellent hand hygiene. Children will be encouraged to use the 'catch it, bin it, kill it' approach. Cleaning staff and Manager to ensure that all toilets are well stocked, door handles, doors, bin lids and toilets are cleaned frequently throughout the day and the cleaning register signed. Staff to follow procedures regarding reporting and supporting a child who is unwell and displaying symptoms - see below	Low	Manager

		<p>Any children requiring paracetamol are not permitted into the setting until 48 hours from when it was last administered, as this may mask an illness.</p> <p>Children with symptoms of a cold must not attend the setting.</p>		
Children are unwell but attend the setting	Staff, Children, Families	<p>All staff to understand the symptoms of Covid-19 and follow the guidance provided in the Nursery Reopening Plan.</p> <p>Any children requiring paracetamol are not permitted into the setting until 48 hours from when it was last administered, as this may mask an illness.</p> <p>Children with symptoms of a cold must not attend the setting.</p>	Medium	Manager
Children or staff member shows symptoms of Coronavirus whilst in the setting.	Staff, Children, Families	A child will be isolated in a separate room and supervised by a member of staff wearing a facemask, safety goggles, apron and gloves until they can be safely collected. The parent/carer will be advised to isolate the child for a period of seven days. If a member of staff becomes unwell, they will be asked to leave the premises immediately and arrange testing. The member of staff will not be permitted back onto the premises until they have had a negative confirmation or shielded as per the guidance provided. The isolation room will require a deep clean once evacuated.	Medium	Manager
Staff are not displaying symptoms	Staff, Children,	Staff to maintain excellent hand hygiene.	Low	Manager

but have Coronavirus	Families	Staff to use the 'catch it, bin it, kill it' approach.		
		Cleaning staff and Manager to ensure that all toilets are well stocked, door handles, doors, bin lids and toilets are cleaned frequently throughout the day and the cleaning register signed.		
		People who feel unwell should stay at home and should not attend the setting.		
Staff are unwell but attend the setting.		Staff to be reminded of the importance to follow Government guidelines through weekly briefings by Manager.	Low	Manager
Staff do not report illness.	Staff, Children, Families	Staff to read and sign the Nursery Reopening Plan.	Low	Manager
Staff do not report a member of their household has been confirmed positive for Coronavirus	Staff, Children, Families	Staff to inform the Manager immediately of contact with anyone who has symptoms of the virus, self-isolating or positive diagnoses and follow medical advice.	Low	Manager
Positive case of coronavirus confirmed within the setting	Staff, Children, Families	Parents/carers will be advised to pick up their child as soon as possible, the setting will close to allow a deep clean to be carried out. Children & staff in the effected room will need to self isolate for 14 days. All other areas will be re-open as soon as the deep clean has been carried out.	Medium	Manager
Staff absences	Staff, Children, Families	The Manager will bring in another member of staff.	Low	Manager
		All staff to be emailed this document in preparation if they need to be brought back into the setting in short notice.		

Cleaning staff absence	Staff, Children, Families	<p>If possible bring in external cleaners.</p> <p>If the setting can not be cleaned, the Manager will contact the Directors to recommend the setting closes on health and safety grounds.</p>	Low	Manager
Contractors & visitors	Staff, Children, Families	<p>Only staff named in the Nursery Reopening Plan and children booked in will be allowed onsite.</p> <p>Contractors will only be allowed on site if essential and will be provided with a mask, gloves, an apron to put on before they enter the building. Hands must be sanitised upon entry and exit of the building.</p> <p>External cleaners will clean before the setting opens. They will be briefed by the Manager about procedures put in place to minimise the risk of contamination. They will be issued with this document to read and sign to form an agreement. They will be expected to wear a mask, gloves and an apron, provided by the setting.</p>	Low	Manager
Out of Hours Provision	Staff, Children, Families, School	<p>Breakfast Club will operate in the school dining hall, in two bubbles - key stage 1 & key stage 2 with a member of staff allocated to each bubble.</p> <p>After School Club will operate in the school hall, in two bubbles - key stage 1 & key stage 2 with a member of staff allocated to each bubble.</p> <p>Separate resources for each bubble, to be sanitised after each session.</p>	Medium	Manager

		Toilet facilities will be a one in, one out system, overseen by a member of staff. School to inform us of any Covid-19 related matters within school.		
Parents/carers and staff use public transport	Staff, Children, Families	Parents/carers & staff are to be advised against the use of public transport to minimise the risk of contamination within the setting.	Low	Manager

Any Additional Comments:

Assessment carried out by:		
Position:		
Date:		