

St. Paul's Community Development Trust Risk Assessment

Department	Task	Location	Assessed by	Date	Review Date
St Paul's Nursery	COVID-19	St Paul's Nursery	Tracey Newton/ Matt Humpage	Aug 2021	Continuous

Hazard	Who is at Risk	Severity x Likelihood = Risk S x L = R			Existing Control Measures	Residual Risk		
		S	L	R		S	L	R
Children and adults attending the setting with COVID-19	C Ca S	4	2	8	<ul style="list-style-type: none"> Current Government Guidance followed at all times. All staff members must receive appropriate instruction in infection control, changes in procedure and risk assessments in place with regular updates. All children and adults attending nursery must be symptom free. Children and adults must not come into nursery if they have coronavirus (COVID-19) symptoms or have tested positive in the last 10 days and cannot return to nursery until isolation period is completed or if they have had a negative PCR test Adults who have had close contact with someone with COVID-19 can only attend the setting if fully vaccinated and following negative PCR test. Unvaccinated adults must isolate for 10 days. Carers and staff must notify the nursery of any symptoms or positive tests of themselves, child or household members whether due to attend or not. Symptoms and isolation periods are recorded on the register and in COVID folder to ensure isolation periods are completed. All carers have been provided with a copy of the nursery COVID -19 Operational Procedures and expectations for children attending nursery and is on Trust website. Individual risk assessments will be completed for individuals as necessary 	4	1	4
Spread of COVID-19 due to contact and not social distancing	C Ca S	4	2	8	<ul style="list-style-type: none"> Nursery staff must wear face coverings in communal rooms (outside of the nursery or staff room) and social distance from carers and staff from other departments wherever possible Carer's encouraged to social distance when waiting outside or if entering the building. Carers entering the nursery for the purpose of settling in a new child or in an emergency sanitise hands and socially distance from other children and staff members. Carers and visitors must wear face coverings at all times when in the building unless exempt 	4	1	4
Drop off & collection	C Ca S	4	2	8	<ul style="list-style-type: none"> Only carers who are symptom free and/or have completed the required isolation periods or had negative test can drop off or collect their child. Drop off and collection at external entrance to the nursery. Staff and carers should social distance wherever possible 	4	1	4

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Severity 1= Trivial 2= Minor Injury/3 Day Absence 3= Major Injury 4= Death **Likelihood** 1= Improbable 2= Occasional 3= Frequent /Regular 4= Common/Continuous
Residual Risk =Level of risk remaining after control measures have been taken 1-4= Low Risk 5-8= Medium Risk 9-12=High Risk (can further action be taken?) 13-16= Unacceptably High

Emotional and mental wellbeing	C Ca S	3	3	9	<ul style="list-style-type: none"> All staff members must receive appropriate instruction regarding changes in policy and risk assessments in place. This will be ongoing as changes are made. Emotional wellbeing of children and staff must remain a priority at all times when making changes and decisions. All parents must be kept informed of procedures and any changes. Staff given regular opportunities to share concerns and suggestions. 	3	2	6
Poor Hand Washing	C	4	2	4	<ul style="list-style-type: none"> Current Government Guidance followed at all times. All staff members receive appropriate instruction in infection control, new operating procedures, changes in policy and risk assessments in place. This will be ongoing as changes are made. Children and staff members wash their hands frequently throughout the day and always after using toilet or changing children, before and after eating or serving meals and snacks, when changing rooms and after removing any PPE. Hands must be washed for 20 seconds with running water and soap and dry them thoroughly or where this is not possible to use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. Children supported in doing this as necessary and their learning will be reinforced through play, songs and repetition. Children and staff encouraged as appropriate to not touch their mouth, eyes or nose, and reinforced through play, songs and repetition. 	4	1	4
Environment	C Ca S	4	2	8	<ul style="list-style-type: none"> https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings must be followed at all times and any updates implemented. St Paul Community Development Trust Cleaning Risk Assessment relating to COVID-19 followed at all times. All staff members must receive appropriate instruction in infection control, new operating procedures, changes in policy and risk assessments in place. This will be ongoing as changes are made. Touch points and hand washing facilities cleaned and sanitised twice a day. Floors and furniture cleaned and sanitised once a day. 	4	1	4
Contaminated waste	C Ca S	4	1	4	<ul style="list-style-type: none"> Current Government Guidance followed at all times. All staff members must receive appropriate instruction in infection control, new operating procedures, changes in policy and risk assessments in place. This will be ongoing as changes are made. All waste disposed of in a hygienic and safe manner. Catch it, bin it, kill it approach must be continuously promoted. Waste bins emptied as necessary throughout the day. Pedal bins to replace original bins as appropriate 	4	1	4

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Contaminated laundry	C Ca S	4	1	4	<ul style="list-style-type: none"> • Current Government Guidance followed at all times. • All staff members must receive appropriate instruction in infection control, new operating procedures, changes in policy and risk assessments in place. This will be ongoing as changes are made. • All items within the setting requiring laundering washed in line with NHS laundry guidelines. • Laundry baskets cleaned and sanitised between each use. • Items such as towels, flannels and bedding must not be shared by children between laundering. 	4	2	4
Suspected COVID-19	C Ca S	4	3	4	<ul style="list-style-type: none"> • Current Government Guidance followed at all times. • All staff members must receive appropriate instruction in infection control, new operating procedures, changes in policy and risk assessments in place. This will be ongoing as changes are made. • Posters regarding symptoms displayed for reinforcement. • Children or staff displaying symptoms must go home immediately and must not return until negative PCR test result or isolation period completed. • While waiting collection, children displaying symptoms will be isolated, with any siblings in a well-ventilated area and collected immediately. • Resources that have been used that day within the child's group must be removed for cleaning and sanitising immediately. • The staff member supervising the child during this time should be a staff member from their group. • Where necessary, staff member supervising isolated child should wear PPE provided • If clinical advice is needed, the setting staff or carer should call 111 or 999 dependant on concern. • Following collection, the area should be thoroughly cleaned by staff member in PPE. • If a child or staff member, displaying symptoms, uses the bathroom before leaving the building the bathroom should be cleaned and sanitised before being used by anyone else. PPE should be worn while doing this. 	4	1	4
Positive case of COVID-19	C Ca S	4	1	4	<ul style="list-style-type: none"> • Case reported to PHE and OFSTED • All staff who have had contact must take PCR test • All unvaccinated staff who have had contact must isolate for 10 days after contact 	4	1	4
Staff Shortage due to illness or isolation requirements	C	2	2	4	<ul style="list-style-type: none"> • Individual circumstances risk assessed. • Groups closed or reduced as necessary and nursery places prioritised • Liaise with local authority to access alternative provision or staff • OfSTED notified of changes to service delivery 	2	2	4

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Local Outbreak	C Ca S	4	2	8	<ul style="list-style-type: none"> • Advise from local authority and Public Health England will be followed. • Risk assessments will be completed • Previous operational procedures reintroduced to protect children and adults within the setting. 	4	2	8
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