

Covid -19 - Risk Assessment January 2022

(working Document, started May 2020)

- DO NOT send your child if they are showing any covid-19 symptoms or awaiting test results
- If anyone in your household is awaiting Covid test results or has had a positive test and is self-isolating, DO NOT send your child to pre-school.
- Please let us know if anyone in your household is being tested, and let us know the result.
- We have a duty of care, to all families and staff at pre-school.
- DO NOT send your child to pre-school if you have administered pain relief, ie Calpol, Nurofen

On arrival of children:

- Queue along the building towards our garden gate
- Wait at the end of the railings to be Called in.
- Staff are wearing masks on the door
- **DO NOT** just come into the foyer, please wait to be called
- Exit the foyer to the right
- Do Not park along by the courtyard, please use the parking areas.

- The staff member on the door will take your child from the foyer to the hall where a member of staff will help them with their coat and take them to wash their hands.
- If your child is very upset and will not leave you, we may invite you to stay.
- Lunch boxes, please use a lunchbox that can be put in the dishwasher or effectively washed every day.
- The front door to the premises will be locked, parents will need to call us if they are early, our tel. 07733 501092

Hygiene and prevention

- Children will wash their hands at regular intervals during the day: when they arrive, before & after snack & lunch.
- Minor first aid will be dealt with appropriately.
- Anyone with suspected covid symptoms, will be sent home. One member of staff will put on PPE and stay with that child until they are collected, please ensure we have your correct contact number. Should a staff member start to display symptoms, they must go home straight away. They will need to self-isolate and get a test.
- All staff at pre-school carry out a Lateral Flow test twice a week.
- If a child or adult shows symptoms and tests positive for COVID-19 the pre-school will need to follow our management plan (see below)
- Please note that should pre-school be short staffed due to illness and or isolation, we may need to review how many children we have in on a session. We will prioritise key worker & vulnerable children. Should this happen we will give you as much notice as we are able to.
- Door and windows will be open if the weather permits it to ensure a good flow of air around the building and doors wedged open to minimise touch.

Setting up and packing down

- Minimise spread by washing down all surfaces using bleach solution, especially areas that are heavily touched such as door handles, desk-tops etc.

- Bleach clean toilet areas.
- Follow usual risk assessment.
- Resources used through the day will be cleaned as necessary, toys will be taken home by a member of staff and run through a dishwasher or washing machine as required.

Little Saints Prevention & Outbreak Management Plan

Stage	Concern	Actions	Who
Control Stage 1 – General Every day hygiene and procedures	None	<ul style="list-style-type: none"> • General reminders for hygiene • Tissues, hand soap, and sanitiser to be readily available. • Effective handwashing facilities and soap available • Follow usual sickness policy 	Staff
Control Stage 2 - Prevention	Where an increased risk is present in the community: <ul style="list-style-type: none"> • Increased absence rates of pupils or staff • Local increases in sickness, within pre-school or the community • Public Health alerts 	<ul style="list-style-type: none"> • Increase hygiene procedures, be more alert to changing situations. • Communication with staff and families to include key information • Daily review of the situation 	Staff / Admin
Control Stage 3 – Mitigate/Delay	Where there is a case of Covid-19 <ul style="list-style-type: none"> • Direct case 	Consider reducing contact situations: <ul style="list-style-type: none"> • Isolation as per current Public health advice • Notify Ofsted, within 14 days • Additional cleaning of surfaces 	Staff
Control Stage 3 STAFF ABSENCE	Unable to cover Staff member	<ul style="list-style-type: none"> • Inform parents we can only take the ratio of children to staff number, reducing our numbers until staff member returns • we will prioritise the children by key worker children, vulnerable, then by age oldest to youngest. 	
Control Stage 4 - Containment	Where specific and/or significant changes or restrictions need to be in place: <ul style="list-style-type: none"> • Several cases 4 or more within a 2 week period. 	<ul style="list-style-type: none"> • Contact Public Health England for advice. DfE helpline on 0800 046 8687, or PHE local health protection • Potential Full Closure of the pre-school • Deep clean of pre-school • Notify the Church 	Manager & committee