

COVID-19 RISK ASSESSMENT v5.2

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Location / Situation	Hazard/Risk	Action Required	By Whom
Little Fishes preschool	Risk of coronavirus infection spreading to children and staff.	<ul style="list-style-type: none"> • This risk assessment is based on the legislation/guidance as published on 27th September 2021 • Preschool is open to all children including those of keyworkers and vulnerable children. • Regularly check the latest government advice for preschools and schools and ensure the advice is shared and followed. • Inform staff, parents of children who might have been exposed. • Remind parents and staff to adhere to the current self-isolation guidelines/protocols if symptoms are displayed at home by any member of the household. • Little Fishes has a contingency plan that can be implemented if members of staff are required to isolate, however there is a risk that the preschool could have to close if significant numbers of staff are affected. 	<p>Manager and deputies.</p> <p>All staff</p>
Display of COVID-19 symptoms	If a member of staff or child shows symptoms of COVID-19 outside LF	<ul style="list-style-type: none"> • Staff members, parents and children to follow current testing/isolation guidance if symptoms are shown. • Double vaccinated members of staff and children who have been in close contact with a confirmed case of COVID-19 no longer need to self-isolate unless symptoms are displayed. • Children must not attend LF if any symptoms of COVID-19 have been identified e.g. high temperature, cough, loss of taste and smell (refer to latest government advice for a full list) • Parents are reminded that children must not attend LF if unwell with any other illness e.g. flu or upset stomach, or if they have been given Calpol or ibuprofen. • LF retains the right to refuse entry into the setting if we believe it necessary to protect other children and staff from COVID-19. 	All staff and parents
Display of COVID-19 symptoms	If a member of staff or child shows symptoms of COVID-19 at LF	<ul style="list-style-type: none"> • If a child/adult shows COVID-19 symptoms whilst at LF, they will be put in a safe isolation in the octagon. <ul style="list-style-type: none"> ○ Temperature to be checked by LF staff. ○ Call parent (if child) or next of kin (if adult) and explain suspicions of exposure and ask for parents to come to the preschool to pick up child. ○ Child/adult to be seated and kept separate from others in the preschool. 	Manager and deputies.

		<p>Ideally a window should be opened for ventilation.</p> <ul style="list-style-type: none"> ○ Accompanying staff to wear appropriate PPE if a distance of 2m cannot be maintained. ○ They should avoid touching others, surfaces and objects. ○ If they need to go to the toilet while waiting to be collected, they should use the ladies' toilet, which should then be cleaned and disinfected using standard cleaning products, before being used by anyone else. ○ In an emergency call 999 if seriously ill. Do not go to GP, pharmacy or hospital. ○ Where they have been will need to be cleaned once they have left. ○ If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. ○ Child/adult to undertake a PCR test for COVID-19, if the result is negative the child/adult may return to LF, if the result is positive the child/adult should isolate based on current guidelines and (in the case of a child) the parent is to inform NHS test and trace. 	
Shared settings	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> ● Children are permitted to attend more than one setting ● Parents to advise individual situations re. shared settings. 	Manager
Vulnerable children and SEND	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> ● SEND protocols to return to pre-COVID processes and will be discussed with applicable parents as necessary. 	Manager
New Starters	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> ● New starter settling in process is to return to pre-COVID routines and will be discussed with new parents as necessary. 	Manager and deputies.
Drop-off / Pick-up	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> ● The one-way system in place throughout the pandemic is no longer mandatory, however parents should be mindful of others and maintain appropriate social distancing where necessary. ● Drop off / pick up will continue to be at the door and parents will only be permitted to enter the setting for emergencies, scheduled appointments and settling in sessions. ● Face coverings are no longer required by parents and visitors within the setting (unless advised by the DfE), however they are encouraged to protect vulnerable members of staff and children. 	Manager and deputies.
Infection control	Risk of coronavirus infection spreading to	<ul style="list-style-type: none"> ● Staff share key information on daily hygiene and remind children. ● Frequently clean and disinfect objects and surfaces that are touched regularly, using 	All staff

measures – personal hygiene	children, families and staff	<p>standard cleaning products. Wear gloves and dispose of immediately, along with cloth used. Use alcohol-based wipes/spray on electronics and dry surface thoroughly.</p> <ul style="list-style-type: none"> • Encourage children to avoid touching their face, eyes, nose and mouth. • Ventilation to be maintained throughout the setting, parents must ensure suitable warm clothing (multiple layers are recommended). <p>Children, staff and parents must wash their hands for 20 seconds more frequently than usual, including:</p> <ul style="list-style-type: none"> • Before leaving home • On arrival at Little Fishes • After using the toilet • After outside play and activities • Before/after food preparation • Before/after snack and lunch • Before leaving Little Fishes • After sneezing and coughing <p>Soap and water are more effective than using sanitisers</p> <ul style="list-style-type: none"> • Children and adults are advised to cover mouth and nose with a disposable tissue when they cough and sneeze and then dispose in a bin. If no tissues available cough and sneeze into the crook of elbow. The “catch it, bin it, kill it” method should be used. • Hand sanitiser available around entrances and exits. • Have a supply of soap, sanitiser and tissues. • Some children may struggle to maintain good respiratory hygiene e.g. those who spit uncontrollably (e.g. due to a speech impediment) or who use saliva as a stimulant (e.g. thumb sucking). LF will support these children and staff working with them as necessary. 	
Social Distancing within LF	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> • Social distancing restrictions have now been relaxed and staff will no longer be required to maintain 2m physical distancing whilst in the setting. • Sun cream to be applied to all children as necessary prior to arrival at LF. Where possible, use of an all-day product is preferred to minimise the need to reapply. 	All staff
Food and drink preparation	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> • All children to have a named water bottle that remains at LF <ul style="list-style-type: none"> ○ Bottles to be washed every day • Staff to ensure that used crockery is placed in the washing up bowl immediately after use. 	All staff
Emergency		<ul style="list-style-type: none"> • All parents to advise of any changes to emergency contacts if those currently 	Manager to

Contacts		nominated are identified as being within vulnerable groups or are self-isolating and cannot fulfil the role.	contact all parents
Cleaning		<ul style="list-style-type: none"> • Regular cleaning of work surfaces and touchpoints to be undertaken. • Resources and equipment to be cleaned thoroughly as necessary following appropriate guidance. • Ventilation to be maintained • Outdoor equipment to be cleaned after use as necessary • Waste from possible cases and cleaning of areas where possible cases have been should be double bagged and put in a suitable and secure place, marked for storage until: <ul style="list-style-type: none"> ○ The individual tests negative – then waste can be put in the normal bin. ○ The individual tests positive or results are not known – store waste for at least 72 hours and then put in with normal waste. 	All staff
Toileting	Risk of coronavirus infection spreading to children and staff.	<ul style="list-style-type: none"> • There is no longer a restriction on the number of children permitted to use the toilets. • Toilets to be cleaned twice per day (and additionally where necessary) 	All staff
Take-home resources	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> • Communication between LF and parents will utilise a mixture of digital and hard copy formats. • Toys from home are discouraged. Individual requirements to be discussed as required. • All children may only bring the following named items: <ul style="list-style-type: none"> ○ School bag folder ○ Drinks bottle (to be left at LF) ○ Lunch box / bag ○ Spare clothes ○ All items must be easily disinfected or in wipe clean bags. 	All staff
Educational Visits	Risk of coronavirus infection spreading to children, families and staff.	<ul style="list-style-type: none"> • Bespoke risk assessments to be undertaken for each educational visit to ensure that current public health advice is being considered within each establishment. 	Manager and deputies.