

Covid-19 Re-opening of Nursery Risk Assessment updated January – updates are in bold.

Throughout the day children will be supported to understand the steps they can take to keep themselves safe.

Risk Area	Risk/Rating	Controls	Who	When	Rating after Control
Number of resources and soft furnishings	High	All resources have been minimised and soft furnishings, and hard to clean toys have been removed. Carpets have been returned to nursery.	Staff	Before nursery reopens in September	Low
Bins	High	Two new foot pedal bins have been bought. Bin 1 in the kitchen area for waste and left over food. To be emptied daily and washed down at the end of the day with sanitizer. Bin 2 for tissues, placed next to the tissue station. Children to use this bin for used tissues and then taken to wash hands.	Staff	Before nursery reopens in September.	Low
Shared use of equipment	High	All children will have individual equipment in their named trays, this will include: Whiteboards Colouring pens Pencil Scissors Glue applicator Pritt stick Apron Playdough Drink bottle	Staff	Before nursery reopens in September.	Low

Collage and painting	High	Collage materials and paint will be supplied upon request by staff and monitored, cleaned thoroughly and discarded at the end of each activity.	Children staff and student	When children are back in the setting	Low
Number of children in the nursery at any one time.	High	There will be no more than 20 children in nursery at any time. The nursery will be a bubble due to the low numbers. Staff will work across each day to ensure continuity for the children. All children can attend breakfast and after school club if they are booked in to avoid going over 20. Wherever possible social distancing rules will be adhered to.	Staff, Student, Parents and children	Beginning and end of each day	Low
Personal Care	High	Children will receive personal care in line with Little Oaks Policies and Procedures. All staff will wear PPE when delivering personal care and follow procedures for safe practices. PPE will be disposed of carefully.	Staff and Children	Wherever necessary	Low
Drop off and collection	High	Staggered arrival and collection of children, with social distancing rules which need to be strictly adhered to by parents and monitored by staff. All parents/carers will be expected to wear a face covering at all times when on the premises this includes the yard and must follow the one way system. Children arriving at breakfast club will be dropped off from 8am. A member of staff will meet them at the door. Staff to welcome the children and sanitize their hands, on entry to nursery. Children to take bag, coat and lunch-bag into the nursery room and place them in the named drawer provided. Children with siblings in school will be collected from the school yard and follow above procedure. Children arriving for nursery session will arrive from 9am. Staff to meet them at the door and follow the above procedure. Collection of children with siblings in school will begin at 3.00pm for Reception, 3.10 for year 1 and 3.15 for class 2. Children will be taken to the school yard and handed from the nursery gate to parents. Collection for nursery children will begin at 3.00pm. Children will be collected from the nursery door; parents must adhere to social distancing	Parents, children staff and student	Beginning and end of each day	Low

		<p>rules and follow the one way system.</p> <p>After school children will be picked up by arrangement with parents.</p>			
Staff or student have symptoms of COVID-19	High	<p>Only staff/students who are symptom free or have completed the required isolation period can attend nursery.</p> <p>If the staff or student or a member of their family has symptoms, they must be tested and cannot return to nursery until a negative test result has been confirmed or the relevant isolation period has been completed.</p> <p>Staff and student to agree to abide by the government guidelines.</p>	Staff Student	Beginning of each day	Low
Staff or student displaying symptoms of COVID-19 whilst at nursery	High	<p>Manager/Deputy Manager will be notified immediately and the staff member or student will be sent home. PHE guidance on self-isolation will be followed - Stay at Home (advised to self-isolate for 10 days - household members should self-isolate for 14 days from when the date the staff member became symptomatic). If they are seriously ill contact 999.</p> <p>The nursery will be deep cleaned with disinfectant after the staff member or student has returned home to help reduce the risk of passing the infection on and all families will be contacted for parents to decide whether or not they want to collect their child/ren.</p> <p>Where the staff member or student tests negative, they can return to their setting and the fellow household members can end their self-isolation.</p> <p>Where the staff member or student tests positive, the nursery children should be sent home and advised to self-isolate for 14 days from the date the staff member or student became symptomatic. The other household members of that wider class or group do not need to self-isolate unless the child, young person, student or staff member they live with in that group subsequently develops symptoms.</p> <p>PHE guidance on action to be taken in these circumstances is adhered, along with the PHE guidance on 'cleaning and waste'. Poster on cleaning regimes produced by PHE is displayed for the benefit of staff and students.</p>	Staff and student	Where necessary	Low
Children or family have symptoms of COVID-19	High	<p>Only children and their families who are symptom free or have completed the required isolation period can attend nursery.</p> <p>If a child or a member of their family has symptoms, they must be tested and cannot return to nursery until a negative test result has been confirmed</p>	Parents and children	Beginning of each day	Low

		<p>or the relevant isolation period has been completed.</p> <p>Families to agree to abide by the government guidelines.</p>			
<p>Children displaying symptoms of COVID-19 whilst at nursery.</p>		<p>Manager / Deputy Manager and parent/ carer will be notified immediately and the child will be sent home and PHE guidance on self-isolation will be followed - Stay at Home (advised to self-isolate for 10 days - household members should self-isolate for 14 days from when the child became symptomatic). If they are seriously ill contact 999.</p> <p>All families will be contacted for parents to decide whether or not they want to collect their child/ren.</p> <p>While the child is awaiting collection, they will be moved into the accessible toilet area and the door will be closed, a member of staff (not the student) will stay with them until their parent/carer collects them. A window will be opened for ventilation.</p> <p>PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained</p> <p>The staff who has helped someone who is unwell with a new, continuous cough or a high temperature, do not need to go home unless they develop symptoms themselves or the child subsequently tests positive. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.</p> <p>The accessible toilet and entrance lobby will be cleaned with disinfectant after the child has left. This will reduce the risk of passing the infection on to other people.</p> <p>If the child tests negative, they can return to nursery and their fellow household members can end their self-isolation.</p> <p>If the child tests positive, the rest of nursery will be sent home and advised to self-isolate for 14 days from the date the child became symptomatic. The other household members of that wider group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.</p> <p>PHE guidance on action to be taken in these circumstances is adhered, along with the PHE guidance on 'cleaning and waste'. Poster on cleaning regimes produced by PHE is displayed for the benefit of staff.</p>	<p>Staff, parents and children</p>	<p>Where necessary</p>	

Toys from home	High	No toys, teddies or blankets are to be brought in from home unless it is essential for new children to settle, in the absence of having parents in the setting.	Parents and children	Beginning of each day	Low
Washing hands properly	High	Children's hands will be regularly washed throughout the day, supervised by a member of staff or the student. Hands will be washed on entry to nursery, before and after snack, after toileting, after using a tissue, before and after lunch and just before going home.	Staff, student and children	Throughout the day	Low
Breakfast, snack, lunch and teatime	High	At Breakfast: <ul style="list-style-type: none"> The children will be supervised to wash hands and then sit at sanitised tables adhering to social distancing rules. Breakfast will be handed to each child on an individual plate and this will be monitored to ensure no sharing or touching of other children's food occurs. After breakfast the children will be supervised to wash hands and the tables and chairs will be thoroughly cleaned. At snack time: <ul style="list-style-type: none"> The children will be supervised to wash hands and then sit at sanitised tables adhering to social distancing rules. Snack will be handed to each child on an individual plate and this will be monitored to ensure no sharing or touching of other children's food occurs. After snack the children will be supervised to wash hands and the tables and chairs will be thoroughly cleaned. At lunch time: <ul style="list-style-type: none"> The children will be supervised to wash hands, get their lunch from their box and then sit at sanitised tables in the nursery classroom, adhering to social distancing rules. Staff will help to set out food where needed and the children will be monitored by staff throughout lunch to ensure no sharing or touching of other children's food occurs. After lunch the children will be supervised to wash hands and the tables and chairs will be thoroughly cleaned. At Teatime: <ul style="list-style-type: none"> The children will be supervised to wash hands and then sit at sanitised tables adhering to social distancing rules in family or class bubbles. Tea will be handed to each child on an individual plate and 	Staff, student and children	Snack and lunch	low

		<p>this will be monitored to ensure no sharing or touching of other children's food occurs. After tea the children will be supervised to wash hands and the tables and chairs will be thoroughly cleaned.</p>			
<p>Children across two settings – another nursery/child minder</p>	<p>High</p>	<p>Wherever possible children should attend only one setting or childcare provider, where this is not possible:</p> <ul style="list-style-type: none"> • Children will not share settings on the same day, e.g. attend Little Oaks in the morning and then attend a different setting in the afternoon. • Children will be dropped off and collected by one parent and no siblings allowed on the premises. • If being dropped off by a childminder, children will bring a change of clothes, shoes etc. to change into on arrival. • Children will shower/bathe between settings and all clothes and shoes will be changed. • To enable an effective track and trace system, if a Covid-19 case arises then names and addresses of the bubbles the child has been in, will be shared with the other setting. • If a child has symptoms of Covid-19 or has been in contact with anyone who has a suspected or confirmed case, parents will inform each Nursery or childcare provider as soon as possible and their child will not attend any setting until they are recovered/ test negative for Covid-19. • Under Lockdown circumstances children should not cross settings and will be required to choose a setting rather than cross bubbles. 	<p>Children, Parents, Staff and Student</p>	<p>Each session</p>	<p>low</p>
<p>Children attending breakfast club or after school club from Schools.</p>	<p>High</p>	<p>Due to the size of the nursery/school there will be no more than 20 children within these groups, and most will be siblings. Families within school and nursery need before and after school care in order to be able to work. We have weighed the benefit against the risk of transmission and have decided to open both before and after school care to our nursery children, Acomb First School and one child from Hexham Middle School who has a sibling in Acomb First School. We have an agreement to share track and trace information between settings if it becomes necessary.</p> <ul style="list-style-type: none"> • Children will enter through the interior entrance. • On entry children will wash their hands and place their belongings 	<p>Children, Parents, Staff</p>	<p>Each day</p>	<p>Low</p>

		<p>on the chairs provided.</p> <ul style="list-style-type: none"> • The child from Middle School will change into their After-school clothes and shoes. • Children will wash hands before and after they eat their snack/tea. • Children will wash hands as they leave the setting. • If a child has symptoms of Covid-19 or has been in contact with anyone who has a suspected or confirmed case, parents will inform each Nursery or childcare provider as soon as possible and their child will not attend any setting until they are recovered/ test negative for Covid-19. • Under Lockdown circumstances After School Club will not be open to other school settings. 			
Exposure to virus on surfaces and resources	High	<p>Increased cleaning will take place using standard cleaning products.</p> <p>Resources and surfaces that are touched regularly will be frequently cleaned and disinfected. This will include toys, books, desks, chairs, doors, sinks, toilets, light switches, door frames, play equipment etc.</p> <p>A poster on cleaning regimes produced by PHE is displayed for the benefit of staff who will help the children.</p> <p>Cleaning staff have been briefed by the Head Teacher of Acomb First School on the amended cleaning regimes.</p> <p>We have removed some soft furnishings, soft toys and toys/equipment that are hard to clean (such as those with intricate parts).</p> <p>The nursery will be thoroughly cleaned daily by the school caretaker and cleaner on top of the cleaning throughout the sessions. The tissue bins will be emptied throughout the day. Rooms are well ventilated with windows being kept open. Where doors are propped open to aid ventilation, these are in line with fire safety and safeguarding requirements.</p> <p>Where there is a suspected or confirmed case of COVID-19 within the school/nursery, PHE guidance on 'cleaning and waste' in these circumstances is followed (ensure cleaning products used comply with this guidance). Staff wear disposable gloves and aprons as a minimum. Hands are washed with soap and water for 20 seconds when all PPE is removed.</p> <p>NCC PPE Risk Assessment</p> <p>Cleaning staff have been briefed on how to put on and take off PPE</p>	All staff, students and cleaning staff	Each day	Low

		correctly: PHE - Putting on PPE; PHE - Taking off PPE			
Handling pets during this time	Low	The children will be allowed to handle the guinea pigs under supervision. They will wash their hands before and after handling them. The children will still feed and look after the guinea pigs and the hens.	Staff, student and children	Daily	Low
Parents visiting the setting to look around	High	Parents will only be allowed to visit the setting out of hours, they will have their temperature taken and use hand sanitizer on entry to the setting. They will be expected to wear a face covering during the visit. The touch points will be cleaned after the parents leave.	Staff, Parents and Children	Where necessary	Low