

St Paul's Church Nursery School

Re- opening Risk Assessment: April 2021

COVID Lockdown restrictions relaxing : we remain vigilant of the Government road map.

8 March Children returned to school

29 March - Rule of 6

17 May – meeting indoors.

Preparation before opening:

Specific Concern	Risk	Mitigation in place/progress	Actions
The nursery space available to use	The Church are not allowed to open the building	PCC permission to reopen	Continued permission to use the space confirmed
Cleanliness of nursery and preparation of area before opening	Covid 19 (notifiable disease) Legionnaires (notifiable disease)	Clean of the nursery before opening Taps are to be run to clear out any possible legionnaire's disease.	To be cleaned by Lisa during at end of term and before opening on 19 April 2021 Discussed with chair.
		All people entering the Church buildings will wash their hands/ sanitise. Church closed (lockdowns lifting) Hot spots to be cleaned after use.	Signs in place Masks to be worn in Church area as agreed with Ops (SSF)
		Reduce resources to facilitate high hygiene standards with cleaning. Children in 1 group	Gov website:
Staff availability	Not enough staff members available to keep staff: child ratio high Inclusion of music teacher (Jo Henwood)	On-going conversations over Easter. All staff are available (with flexibility for hospital visits)	Meeting/discussions with staff, Chair, MC Weekly Meetings and daily communication. Staff members back on timetable. Supply staff available. Staff have had first vaccination (5/6) including Administrator.
		Vaccinations for staff Depending on daily changes regarding governmental decisions. Peripatetic, temporary staff, including students, are admissible (March 2021).	Vigilant of governmental updates Test and Trace Staff/ students to complete lateral flow tests twice weekly.

	NESCOT level 2 qualification student Monday/Wednesday	Music, Dance and Drama guidance (March 31 2021 update)	Results to be logged with NHS
Not enough children to continue.	Nursery closure	All children have returned and been settled.	Keep following gov.co.uk SCC updates We are full (maximum capacity of 26 each day)
Safeguarding issues	Signs of harm to children and families. Absence of vulnerable children	Working together to safeguard children Continue safeguarding training and DSL to include training.	Support from LA and local agencies. On-line safeguarding refresher courses. DSL (Jacqueline Moulder – Head) and Deputy DSL (Naomi Bailey – Administrator)
Parents communication/support	New children coming into the bubble. Transmission of COVID as we continue to settle the new ones.	Ongoing conversations and newsletters. Communication and updates. Masks to be worn to take a child who needs comfort and cuddles to come into Nursery. Parents to be signposted to support groups if needed.	Weekly newsletters Key person communication Constant updates Feedback for parents regarding the settling of their children / time for them to express their concerns Keep parents updated. Mark to update website on a weekly basis
First Aid	Staff up to date on handling first aid for children	Advice sought Paediatric First Aid during the coronavirus epidemic accessed – staff watched video and reviewed present guidelines	Completed – 03.06.20 Paediatric first aid training to be done September 2022 (3 years)

On arrival:

Specific concern	Risk	Mitigation in place	Actions
Staff arrival and set up	Spread of Covid 19/ social distancing	Apart from key holder, all staff will enter building via the fire door and will wash their hands on arrival.	Sanitiser at entrance Church aware of openings so no need for key holder to use QR code.

		Staff have access to thermometer.	Thermometer purchased Any staff who appear unwell or whose temperature does not fall within normal parameters will be asked to return home
		Staff will have access to plastic gloves – for toileting, tissues etc. Access to mask if staff feel appropriate. (gov guidelines on adult use of facemasks)	Plastic gloves and masks purchased (
Arrival of children	Social distancing, spread of infection Too many people in any one place at any time	Parents asked not to attend if their child or anyone else in their household is ill in any way.	Letter out before we open. With governmental advice.
		Parents will be asked – if at all possible - to arrive with only one child even through lockdown of other educational establishments.	
	Hard to resettle new returners	To enter down the slope with sufficient space to keep the gate clear. Buggies left up the top if possible	More Signage on forecourt and down slope. 2m marks on the floor Remain 2 metres from the entrance Vigilance of governmental policy change Arrival/collection procedure COVID 19
		Child hand washing – sanitise before coming in building	Letter out before we open. In newsletter
		Monitor children for cough/cold symptoms.	Any child who appears unwell or whose temperature does not fall within normal parameters will be asked to return home. Parents received letter that children with coughs and colds that need medication should not be brought into Nursery. Children with Stomach bugs/diarrohea and vomiting must not attend Nursery and can return 48 hours after last bout.
	Separation anxiety	Children only in the classroom – parents deliver to door, 2 metres away.	reminders out before we open in newsletter and Nursery email.
		Older returning Child comes to member of staff taking register by door.	Made clear to parents.

		Children have own bags with change of clothes, water bottle, snack, lunch, comforters. Children should limit the amount of equipment they bring into the setting.	Can go to back of queue if child is distressed. Younger child may need support. Transition toys/comforters can remain at Nursery and returned home to be cleaned.
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Classroom time:

Specific Concern	Risk	Mitigation in place	Actions
Arrival of children	Cross - infection	Social distancing of 2 metres	Parents to wait on yellow feet on the slope. Ask for patience.
Toilet use and hand washing		Regular and frequent timetable for hand washing Wash on arrival, exit, after being outside, before/after snack/lunch. Sanitisers used. Systems of control as set out by the government.	Plenty of hand soap and towels. Songs for 20 seconds Clean between bubbles. Ventilation. Toilet door open Toilet lids down to prevent aerosol transmission when flushing.
Eating	Transmission of germs	Snack time and lunch time Hand washing	Eat outside when possible. Children bring own snack and lunch in bag. Own drink bottle we can fill up. No sharing of any food/drink items. “squirt” of sanitiser after snack and lunch.
Departure of children		Patience at 12.15	Arrival/collection policy COVID 19
Tissues		Bags for tissues Catch the sneeze, bin the tissue and wash hands Gloves available for helping child. Disinfectant ready to clean area if sneezed upon.	Catch it, bin it, kill it. Pedal bins. Extra bin bags for tissues. Double bagged at end of day. Parents made aware they children have to be independent with wiping noses. Children to have a “squirt” of sanitiser when they have sneezed/blown nose. (newsletter – reminders regularly)
Fire precautions	Burning/death	Revert to Fire Procedure	fire drill procedure – check role

		May need to move up to school as former protocol if fire engine arrives. Wait in car park.	termly practice liaised with St Paul's School about emergency protocol update.
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Illness during the session:

Specific concern	Risk	PLAN	Actions
Staff member becomes ill during the session	Spread of Covid 19	<ol style="list-style-type: none"> 1. Leave the setting immediately and go home where they should follow govt guidance OR 2. Remove immediately from the setting into small downstairs room if unable to go home – open the windows 3. If assistance is required – use PPE equipment to assist, support and reassure 4. Contact 111 if medical advice is needed 5. In an emergency dial 999 6. Remove staff member from the building 7. Clean the room thoroughly 8. Supporting members of staff should thoroughly wash their hands 9. Call in additional help as required for staffing levels 10. Staff member to take test <p>If Covid 19 is confirmed, we will follow Public health England guidelines. (gov.uk - Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.)</p>	<p>Confirm use of small room Source PPE equipment</p> <p>Keep list of emergency phone numbers for parents available to all staff</p> <p>List of numbers of volunteers available to come in to help if needed</p> <p>Check ratios.</p> <p>If the test is negative, they can return, and household members can end their self-isolation but if the test is positive the individual will follow www.nhs.uk "Self-Isolation and Treating Coronavirus Symptoms" guidance. The Nursery will remain open until advised otherwise. The Nursery will comply with the advice of Public Health England, NHS 'Test and Trace' process and the Local Health Protection Team, This information is in line with gov.uk. guidelines within their stipulated "Systems of Control".</p>
Child becomes ill during a session	Spread of Covid 19	<ol style="list-style-type: none"> 1. Remove the child to the small room – open the windows 2. Staff use as much PPE as needed – mask, gloves etc 3. Reassure and comfort the child 4. Call parents of child to collect 5. Call 111 if medical advice is needed 	<p>As above Check phone/contact numbers</p> <p>If the test is negative, they can return, and household members can end their self-isolation but if the test is positive the individual will follow www.nhs.uk "Self-</p>

		6. In an emergency dial 999 7. Clean the room thoroughly 8. Person dealing with the child should thoroughly wash their hands 9. Call in additional help as required for staffing levels 10. child to have COVID test. If Covid 19 is confirmed, we will follow Public Health England guidelines (gov.uk - Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.)	Isolation and Treating Coronavirus Symptoms” guidance. The Nursery will remain open until advised otherwise. St Paul’s Church Nursery will comply with the advice of Public Health England, NHS ‘Test and Trace’ process and the Local Health Protection Team, This information is in line with current gov.uk. guidelines within their stipulated “Systems of Control”.
Child ill before session	Spread of illness	Normal procedure to ring/text/email Nursery to let them know of child’s absence, before registration.	Contact parent/carer if not phoned/texted in. Call safeguarding numbers if parent not respond.

Departure of children:

Specific Concern	Risk	Mitigation in place	Actions
Collection of children	Social-distancing, spread of infection. Too many people in any one space, at any one time	Parents asked to collect without extra children if at all possible. Parents asked to be patient.	Letter out before we open
		Use one-way system as on arrival	Signage at the foyer doors
	Late arrival for collection	Parents collect from the door or gate no entry to the classroom	Procedures, risk assessment to be sent to parents.
		2 members of staff to stay with child	Parents/contacts to be called. Late collection policy

Daily cleaning:

Specific Concern	Risk	Mitigation in place	Actions
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Entrance, halls and reception areas	Spread of infection	All floors, toilets, kitchen areas, corridors and surfaces given thorough clean again before opening	All areas will be thoroughly cleaned daily, using antibacterial and antiviral sprays, industrial strength recommended products and good household cleaning products.
Classroom area		The whole nursery area will be thoroughly cleaned at the end of every day we are open by Lisa	
Toys		Buckets used to soak the resources with Milton/ bleach/ antibacterial and antiviral solution/spray/wipes.	

links

Gov.co.uk actions for early years and childcare providers during the coronavirus (COVID 19) outbreak.

Public Health England

PHE Surrey and Sussex Health Protection Team (South East)

County Hall

Chart Way

Horsham

RH12 1XA

0344 225 3861 (option 1-4 area dependant)

PHE.sshpu@nhs.net

Dfe helpline 0800 0468687

www.nhs.uk

Self isolation and Treating Coronavirus Symptoms

www.gov.uk

*Local COVID alert levels: what you need to know

*Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak (updates 21/10/20)

*Coronavirus (COVID-19) getting tested

*COVID-19: guidance for households with possible coronavirus infection