

Location or School Address: Ganneys Meadow	Date assessment Undertaken 9.1.21 ZxcReviewed	Assessment undertaken by : Jeanne Fairbrother AND Kathryn Kennedy
Activity or situation: <b>EY – National Lockdown</b>	Review date : Weekly review or as appropriate for the activity	Signature: K Kennedy

**These are a temporary set of measures which sit alongside your latest version [RA 029 School -National Lockdown V8 07/01/21.](#)**

Early years providers are required to stay open and allow children to attend their normal timetabled hours. This includes early years registered nurseries and childminders, maintained nursery schools, nursery classes in schools and other pre-reception provision on school sites. Children in reception should only attend education or childcare if they are a vulnerable child or at least one parent or carer is a critical worker.

Early years settings remain low risk environments for children and staff. Current evidence suggests that pre-school children (0-5) are less susceptible to infection and are unlikely to be playing a driving role in transmission. There is no evidence that the predominant new variant of coronavirus (COVID-19) disproportionately affects young children. The current confirmed case rate of coronavirus amongst young children remains the lowest of all age groups. The Royal College of Paediatrics and Child Health has recently made clear that the majority of children have no symptoms or very mild illness only. The way to control this virus is the same for the current new variants. Current evidence suggests that the Public Health England (PHE) endorsed 'system of controls' that have been in use throughout the coronavirus pandemic continue to be the right measures to take.

All nurseries and childminders are open to young children.

Nurseries are required to :

- manage confirmed cases of coronavirus (COVID-19) in the nursery in line with current public health guidance - this means your child may be asked to self-isolate for 10 days from the day after contact with the individual who tested positive by their nursery, childminder, school or college (based on advice from the PHE advice service or local health protection teams) if they have been in close, face-to-face contact with someone who has tested positive for the virus
- ensure that everyone cleans their hands more often than usual, including when they arrive, when they return from breaks, and before and after eating - this should be done for 20 seconds with soap and running water or hand sanitiser
- promote the 'catch it, bin it, kill it' approach, to ensure good respiratory hygiene
- enhance cleaning and ventilation, including cleaning frequently touched surfaces more often

Nurseries will also minimise contact between groups of children where they can. This could mean using different rooms for different age groups and keeping those groups apart.

## Background

The DfE has published [actions for early years and childcare providers during the coronavirus \(COVID 19 \) outbreak](#).

Nurseries should continue to review their full opening of school risk assessments and implement the system of controls set out in this guidance.

These measures provide a framework for school/setting leaders to put in place proportionate protective measures for children and staff. If settings follow the guidance and maximise control measures, they can be confident they are managing risk effectively.

This guidance is based on DfE guidance [Education and childcare settings: national lockdown updated 4<sup>th</sup> February 2021](#)

Main changes to previous guidance are as follows and have been updated below if required:

- the introduction- above regarding the new variant and existing control measures being effective.
- educational visits
- arriving and leaving the setting
- face coverings
- pregnant staff

This guidance is based on DfE guidance [Education and childcare settings: national lockdown from 5 January 2021](#)

1) Hazard / Activity	2) Who can be harmed and how?	3) What controls exist to reduce the risk? Have you followed the hierarchy of controls (eliminate, substitute etc)	Risk Score Consequence X Likelihood	4) Any further action; This should be included in the action plan on overleaf
Face coverings in early years settings - lack of face coverings leading to increasing the risk of transmission	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"><li>• there is no change to the existing position. It is not mandatory for staff and visitors to wear face coverings. Staff are able to wear face coverings in class if they choose to do so. All staff reminded to wear disposable face coverings for intimate care and change between uses</li><li>• In situations indoors where social distancing between adults in settings is not possible when moving around in corridors and communal areas, settings have the discretion to recommend the use of face coverings for adults on site,</li></ul>	3X2=6	

		<p><i>for both staff and visitors whilst acknowledging some individuals may be exempt.</i></p> <p>All staff to continue to wear face coverings when moving around the building and outside of their bubble.</p>		
<p><b>Cleaning – lack of cleaning leading to increasing the risk of transmission</b></p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> <li>Enhanced cleaning regime in place for all equipment and resources</li> <li>Staff have their own items that are not shared.</li> <li>Resources, such as books, toys and equipment, are used and shared within groups but these are cleaned regularly, along with all frequently touched surfaces.</li> <li>Resources that are shared between groups, such as sports and art equipment are cleaned frequently and carefully between different group use or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different groups.</li> <li>Outdoor playground equipment is cleaned more frequently.</li> <li>Resources used inside and outside by wraparound care providers are subject to enhanced frequent cleaning.</li> <li>Parents are asked to limit the number of personal belongings children bring into setting each day, to essentials such as lunch boxes, hats, coats, and books.</li> <li>Bags are allowed.</li> <li>Children and staff can take books and other shared resources home but unnecessary sharing is avoided, especially where this does not contribute to the child's welling being and development all centre/setting rules on hand cleaning, cleaning of the resources and rotation apply to these resources.</li> </ul>	<p>3X2=6</p>	<p>Helen and Tina to devise daily cleaning checklists for classes for staff to use. This is for indoor and outdoor equipment.</p>
<p><b>Arriving &amp; leaving the setting</b></p> <p><b>NEW section</b></p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> <li>We have considered/implemented staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave the setting.</li> <li>Start and end times are staggered across the school so that classes in the most part enter and leave at different times.</li> <li>These changes have been communicated to parents.</li> <li>and Parents have been reminded about the process for drop off and collection</li> </ul>	<p>3X2=6</p>	

		<ul style="list-style-type: none"> <li>Parents have been advised not to gather at the Nursery entrance</li> <li>Parents have been advised that they cannot come onto site without an appointment.</li> <li></li> </ul>		
<b>Visitors to the setting Settings leading to increasing the risk of transmission</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>The setting/nursery will restrict all visits to the setting to those that are necessary.</li> <li>Visits that allow a vulnerable child to meet a social worker, key worker or other necessary support continue on site.</li> <li>Visits for SEND therapies continue on site.</li> <li>Parents may continue to settle new children.</li> <li>The setting will continue to take new admissions in line with current guidance.</li> <li>In-person visits from parents can take place <b>if they are necessary but will avoided where possible at present.</b></li> <li>We will work with parents to ensure parents still have visibility of the childcare environment during this time, including through the use of remote visits, pictures and phone calls.</li> </ul>	<b>3X2=6</b>	
<b>Supply teachers and other temporary staff increased risk of transmission</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>Settings can continue to engage, students, volunteers and other supply staff during this period of national lockdown.</li> <li>Supply staff and other temporary staff can move between settings. They should ensure they minimise contact and maintain as much distance as possible from other staff.</li> <li>Specialists, therapists, clinicians and other support staff for children with SEND can provide interventions as usual.</li> <li>See <b>RA 029 School opening -National Lockdown v8</b> for measures to reduce the risk of other visitors to the site, such as contractors, visitors, catering staff and deliveries &amp; contract cleaning staff</li> </ul>	<b>3X2=6</b>	Staff are currently working on a rota and we are operating with significantly reduced numbers. As such the likelihood of using supply staff is low.
<b>Support groups for parents and children increased risk of transmission</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>Support groups, such as for breastfeeding, postnatal, and baby and toddler groups, for the provision of support for parents and their children, that are necessary to deliver in person, can continue with up to 15 participants (children under five are not counted in the number) where formally organised to provide mutual aid, therapy or any other form</li> </ul>	<b>0 as not available</b>	

		<p>of support. <a href="#">These are currently not available at Ganneys and will be risk assessed in the future</a></p> <ul style="list-style-type: none"> <li>We have stopped all parent-and-child groups focused on social or development activities, such as singalong groups or art classes.</li> </ul>		
<b>Music, dance and drama increased risk of transmission</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>Nursery/the setting has the flexibility to decide how organised sessions for music, dance and drama will be provided to children attending the setting while following the measures in the system of controls.</li> <li>All performances with an audience have ceased.</li> <li>See <b>RA 029 School opening -National Lockdown v8</b> for full measures to reduce the risk from singing &amp; music activities.</li> <li>Nursery/the setting can continue to engage peripatetic teachers during this period, including staff from music education hubs.</li> </ul>	<b>3X2=6</b>	
<b>Attending more than one setting increasing the risk of transmission</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>We recognise there may be situations where a child needs to attend more than one setting.</li> <li>We encourage parents and carers to limit the number of settings their child attends, ideally ensuring their child only attends the same setting consistently.</li> <li>Where a child must routinely attend more than one setting on a part time basis we will conduct an individual risk assessment for that child.</li> </ul>	<b>3X2=6</b>	There are not currently any children who attend multiple settings.
<b><a href="#">Clinically extremely vulnerable</a> Children at increased risk of contracting COVID 19</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>Shielding advice is currently in place in Tier 4, so all children still deemed clinically extremely vulnerable are advised not to attend school.</li> <li>Children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves, should still attend education or childcare</li> <li>Parents of clinically extremely vulnerable children will be receiving a letter shortly confirming this advice.</li> </ul>	<b>3X2=6</b>	We are not aware of any children in this category
<b>Clinically extremely vulnerable Staff at increased risk of contracting Covid 19</b>	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> <li>Those who are clinically extremely vulnerable should follow <a href="#">resumed shielding guidance</a> and should not attend work</li> <li>Employees will provide the letter from the NHS or from their GP advising them to shield.</li> </ul>	<b>1x1=2 from school as working at home</b>	Weekly check in with staff members who are at home. Daily updates provided to all staff to keep them in the loop. Risk assessment to be up to date in line with this

<p>Employees who have been identified as <a href="#">clinically extremely vulnerable</a>.</p>		<ul style="list-style-type: none"> <li>• School will review existing or carry out a risk assessment for these staff.</li> <li>• School will complete risk assessments for staff who are working from home shielding.</li> <li>• Staff living in a household with someone who is clinically extremely vulnerable can still attend work where homeworking is not possible.</li> <li>• <a href="#">Ensure any resources passed to individual are quarantined. Please liaise on a case by case basis.</a></li> </ul>		<p>version week beg 11.1.21 (Helen to complete)</p>
<p><b><a href="#">Clinically vulnerable</a> staff and children at increased risk of contracting COVID 19</b></p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> <li>• Staff and children who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable should continue to attend school where it is not possible to work from home.</li> <li>• School will carry out a risk assessment on each member of staff identified as clinically vulnerable.</li> <li>• Staff should <b>stringently</b> follow all measures in place in school for their safety See <b>RA 029 National Lockdown</b> latest version</li> <li>• Staff are reminded to continue to take care to socially distance from other adults including older children and adolescents.</li> <li>• Staff who live with those who are clinically vulnerable or clinically extremely vulnerable can attend the workplace but should ensure they maintain good prevention practice in the workplace and home settings.</li> </ul>	<p><b>3X2=6</b></p>	<p>Helen to work with staff in this category to update their risk assessment in line with updated guidance. Any staff in this category to speak to HT in the meantime if anything has changed since the last review of the RA and decision to be in school.</p>
<p><b><a href="#">Pregnant employees</a> at increased risk of contracting COVID 19</b></p> <p>Pregnant women are considered 'clinically vulnerable' or in some cases 'clinically extremely vulnerable' to coronavirus (COVID-19) and therefore require special consideration as set out in</p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> <li>• School will carry out a risk assessment to follow the Management of Health and Safety at Work Regulations 1999 (MHSW). See <b>RA 009 New &amp; expectant mother v5 Jan 2021</b> risk assessment. As part of their risk assessment school will consider whether adapting duties and/or facilitating home working may be appropriate to mitigate risks.</li> <li>• The risk assessment will support the employee to continue working</li> <li>• <b>Women who are 28 weeks pregnant and beyond or are pregnant and have an underlying health condition that</b></li> </ul>	<p><b>3X2=6</b></p>	<p>All pregnant employees to work from home until further notice Individual risk assessments to be updated. Week beg 11.1.21</p>

<p>the <a href="#">guidance for pregnant employees</a>.</p>		<p>puts them at a greater risk of severe illness from COVID-19</p> <ul style="list-style-type: none"> <li>School will ensure pregnant staff are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable</li> </ul> <p>Pregnant women are not advised to be vaccinated against COVID-19.</p>		
<p><b>Trips to private &amp; public outdoor spaces - increased risk of transmission of COVID 19</b></p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> <li>All educational trips have been cancelled</li> </ul>	<p>0</p>	
<p><b>Administering intimate care</b></p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> <li><b>Use PPE (apron, gloves, fresh mask, visor). Wipe away and keep the room as well ventilated as possible</b></li> <li><b>Wash hands thoroughly in line with guidance in full risk assessment.</b></li> </ul>	<p>3X2=6</p>	



Risk Rating	Action Required
17 - 25	<b>Unacceptable</b> – stop activity and make immediate improvements
10 – 16	<b>Tolerable</b> – but look to improve within specified timescale
5 – 9	<b>Adequate</b> – but look to improve at review
1 – 4	<b>Acceptable</b> – no further action but ensure controls are maintained

**Likelihood:**

- 5 – Very likely
- 4 – Likely
- 3 – Fairly likely
- 2 – Unlikely
- 1 – Very unlikely

**Consequence:**

- 5 – Catastrophic
- 4 – Major
- 3 – Moderate
- 2 – Minor
- 1 – Insignificant

(1) List hazards **something with the potential to cause harm** here  
 (2) List groups of people who are especially at risk from the significant hazards which you have identified  
 (3) List existing controls here or note where the information may be found. Then try to quantify the level of risk **the likelihood of harm arising** that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf. If it is agreed that no further action is to be taken this too should be noted.

**(5) ACTION PLAN**

Action required:	Responsible person	Completion date
Helen and Tina to devise daily cleaning checklists for classes for staff to use. This is for indoor and outdoor equipment CEV and CV staff- Weekly check in with staff members who are at home. Daily updates provided to all staff to keep them in the loop. Risk assessment to be up to date in line with this version week beg 11.1.21 (Helen to complete) All pregnant employees to work from home until further notice Individual risk assessments to be updated. Week beg 11.1.21	HP/TH  HP  KK	

Action plan agreed with (signature)	K Kennedy	Date 9.1.21		
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