

Risk Assessment – Reducing the risk of an outbreak of COVID-19 in the Early Years Classes at Guildford Grove

**PLEASE NOTE: This risk assessment has been written in response to the Government Planning Guide for Early Years and Childcare Settings
ALL MAIN SCHOOL RISK ASSESSMENTS APPLY – ONLY *ADDITIONAL* RISKS SPECIFIC TO EARLY YEARS ARE LISTED HERE**

Hazards	Identified Hazard/Risk	Who is at risk?	Control Measure
An outbreak of COVID-19.	Delays during drop-off or collection due to parents/staff sharing information	All	<ul style="list-style-type: none"> • Whole school 'parent/carer' <i>code of conduct</i> will be followed at drop-off/pick-up times to promote social distancing • Parents will be encouraged to share information via email, Studybugs or phone in advance of children returning to school and teachers will acknowledge receipt of emails • Teachers will communicate with parents via phone or email if they need to share information about any incidents or events during the day
	Child distressed during drop-off or nursery settling-in	All	<ul style="list-style-type: none"> • If a young child becomes distressed when detaching from their parent/carer, if they cannot quickly be brought into the building, the parent/carer will be asked to move away and comfort the child, allowing others to safely enter. • If the child remains extremely distressed, they will be asked to return home and try again the next day. • If a new nursery child becomes distressed during their initial visits, parents will be called and the child will be collected immediately. • Children will not be able to bring soft toys/comforters onto site. Those who need to bring a comforter, for SEND reasons, will have it placed in a tray, out of reach, whilst in attendance.
	Maintaining security whilst ensuring good ventilation	All	<ul style="list-style-type: none"> • The internal double doors to the Nursery Room will remain closed. Nursery children must remain in the nursery room or outdoor area. • Nursery pupils will not be allowed to walk through the double doors towards the groups room or drop-off zone unaccompanied (unless working in SEND break-out area). • Rooms will be ventilated before and after school. • Windows will remain open all day and the external door will remain open for as long as possible throughout the day to promote good ventilation.

		<ul style="list-style-type: none"> Children will be encouraged to play outdoors as much as possible. Classes will be able to use the school field if other areas of the playground are in use by other groups.
Equipment and toys requiring regular cleaning	All	<ul style="list-style-type: none"> Unnecessary items which cannot be easily cleaned will be removed. This includes soft toys, pillows, rugs, bean bags and cushions. Malleable materials, such as sand, can be used by no more than 15 pupils in a group/bubble. All sand toys must be regularly cleaned. Malleable materials, such as play doh, can only be used on an individual basis, and then disposed of. Children must not share these materials. All classes will have a box of cleaning equipment. Staff to let Ann Pierce know if supplies run low. Frequently touched surfaces should be cleaned regularly throughout the day. This will happen before school, mid-morning, at lunchtime, mid-afternoon and after school as a minimum. It includes door handles, toilet door latches, tables, books and other equipment. Small world toys, where used, will be thoroughly cleaned at the end of each day. Items such as bike and trike handles will be wiped when shared between children within a class. Nursery equipment will be either cleaned or rotated on a Wednesday to prevent cross-contamination between nursery classes.
Regular, thorough hand washing to prevent spread of the virus		<ul style="list-style-type: none"> Regular hand washing in line with whole school protocol. Children to be taught good hand washing techniques. Staff may use hand washing songs or videos to promote good hand washing for 20 seconds. Children will NOT wash hands in a shared bowl of water but will use individual sinks and paper towels.
Restriction of curriculum offer		<ul style="list-style-type: none"> Teachers will work to rotate activities. We will continue to use 'reasonable endeavours' to provide the widest possible range of activities across all 7 areas of learning. However, it is accepted that it may not be possible to offer activities from all 7 curricular areas at all times. The adapted curriculum will focus on reading, writing, phonics, basic number skills and communication & language. Activities will have a strong focus on physical exercise and the use of stories, singing and games.

	Increased risk of virus spreading whilst carrying out intimate care tasks		<ul style="list-style-type: none"> • Gloves and aprons must be worn when changing nappies or helping a child change clothes when they have wet themselves. Masks should also be worn. • Wet/soiled clothes are to be placed in a sealed carrier bag, stored near the exit, and handed to the parent at pick-up time. • If a child is injured or upset, staff will follow guidance in the school first aid risk assessment for treatment.
	Maintaining hygiene measures at snack time and lunch time		<ul style="list-style-type: none"> • Tables and surfaces will be cleaned before and after eating. • Children will only drink from their own water bottle at snack time. If milk becomes available, they will collect their own cup to avoid staff touching the cups before drinking. • Children will not share any food. • Water bottles will be clearly labelled and stored out of reach of children (nursery) and on named/individual places (reception). Teachers will plan regular drink breaks throughout the day when children will collect their water and return it themselves. • When adults need to refill water bottles, they will thoroughly wash their hands before and after doing so. • At lunch times, children will eat at tables, allowing for social distancing (nursery). The number of tables will depend on the number of children in the group/class. • Children will maintain set seating arrangements when eating lunch in the hall (reception).

NB as of February 2021, school-based staff are volunteering to do twice weekly lateral flow device tests.