

SVPS COVID-19 RISK ASSESSMENT

Potential Hazard	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level
Covid-19	staff / parent/carer	<p>All staff to keep themselves updated and follow the latest Government and national Public Health England/NHS guidelines via https://www.gov.uk/coronavirus https://www.nhs.uk/conditions/coronavirus-covid-19/</p> <ul style="list-style-type: none"> • Parents to sign a Covid-19 declaration before children allowed to return to SVPS • Staff to sign Covid-19 declaration & health questionnaire prior to return and attend a return to work socially distanced meeting to introduce new layout and practice • Essential reading will be placed on SVPS website Covid-19 page • Posters will be put up around the building • Staff will be issued with updates as and when they are needed. • Parents will be kept up to date via Facebook and the website <p>All SVPS risk assessment documentation to be reviewed and updated to include Covid-19.</p> <ul style="list-style-type: none"> • Kitchen • Greenroom • Toileting • Outdoor play • Trips
General conduct during the pandemic	All	<p>We recognise that these are difficult times and we will all have our points of friction and our own ways of responding to the issues that arise. However, we will not tolerate abuse verbal or otherwise of staff or parents.</p> <ul style="list-style-type: none"> • We expect all who work at or use SVPS to be respectful to each other at all times and to recognise that the issues are complex and we are all doing our best in trying times. • We expect all to comply with the measures we put in place • Concerns should be raised in a positive manner with suggestions to improve the situation.
Staff and children at increased risk of infection or living with	Staff / children / parents/carers	In addition to the measures to be discussed in this document we will risk assess all staff and children who may be at increased risk.

people at increased risk of transmission		<ul style="list-style-type: none"> • Where the measures of mitigation fail to reduce the risk to an acceptable level, we will hold meetings to identify the measures the individual would like to be put in place • We recognise that under current guidance and the government drive to keep schools open we may not be able to meet the needs of all • Where we are unable to reach a solution or compromise, we will seek further advice from Acas or EYA solicitors.
Transmission of Covid-19 from insufficient space in Green room for numbers attending	Staff / children	<p>In normal operating conditions SVPS runs with a maximum of 22 children plus staff in the room. The decision has been made to include staff in the EYFS guided calculation of allowable space per child.</p> <p>We have as a result limited the number of children per session to 16. Where we are initially over this level, we will undertake to move children to quieter days with time.</p> <p>To further reduce the number of bodies in the room the manager has been moved out to the store room.</p>
Transmission from visitors to the setting	Staff/children	<p>We have a strict visitor policy which can be read with this document.</p> <ul style="list-style-type: none"> • All non-essential visits are on hold • Alternative methods of communication will be used
Transmission of Covid-19 via arrival at setting	staff / children/ visitors	<p>One-way queue system introduced and parents advised</p> <p>Only children and staff allowed on premises</p> <p>Visitors to be discouraged</p> <p>Only SB AND HQ to greet children and parents thereby creating a barrier between staff and parents/carers</p>
Effectively implementing social distancing in a school setting	staff / children/ visitors	<p>Introduce mitigation measures to compensate for inability to socially distance in an educational setting following current guidance</p> <ul style="list-style-type: none"> • stagger arrival & leaving times/ 2 children at a time to toilet/ play outside as much as possible/ desks marked to reduce usage space/ floors have foot steps to help children space them selves • staff asked to keep their distance from each other where possible and from children and to be challenged when this does not happen • SB moved out of main room in to store room • AF to work from home • staff issued with a pack of masks/ gel for use • supplies of PPE available • staff to follow a lunch rota • children to eat in sittings if numbers pass that which can safely sit spaced out at tables • fees to be paid by Bacs • documentation to parents to be handled by SB only and by email as much as possible

		<ul style="list-style-type: none"> • try to follow the social distancing guidelines • follow key national guidance: <p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings</p>
Risk of transmission through use of resources	Staff /children /visitors	<ul style="list-style-type: none"> • All resources (toys, pens, books, puzzles etc) to be cleaned throughout the day • Each day's resources to be wiped and bagged at the end of each day and put in to storage for 1 week. At this point they are to be returned to normal storage for re use. • All soft toys to be removed initially until we feel it may be safe to re-introduce them • All surface and large equipment to wiped throughout the day and at the session end. • The room to be fogged daily (once fogger has arrived late September)
Risk of transmission from frequently touched surfaces	Staff / children /visitors	<p>Current cleaning in school guidance to be followed</p> <ul style="list-style-type: none"> • All regularly touched surfaces, door handles for e.g. To be wiped throughout the day. • Floors to washed at the end of each day with a bleach or disinfectant. • SB has introduced a cleaning protocol to guide staff. • Hand washing to be regular and taught for children
Risk of transmission from poor ventilation	Staff / children / visitors	<ul style="list-style-type: none"> • All windows to be ajar or open regardless of the weather in the green room and SB office • Increased ventilation has to be balanced on SVPS legal requirement to keep children safe
Reducing transmission of Covid-19 through effective hand washing	staff/ children / visitors	<p>Everyone is to follow Hand Washing protocol as per current guidance</p> <ul style="list-style-type: none"> • Soap and water, and regular handwashing for at least 20 seconds • Gel available for times when washing not possible • All to be reminded to wash hands regularly and at key points through the day including on arrival at the setting, before and after eating, and after sneezing or coughing. • Additional foot operated bins have been provided to assist <i>Catch it Bin it Kill it</i> • Children to be encouraged to catch coughs and sneezes in tissues. Bins for tissues should be emptied throughout the day. • The learning required to be embedded in routine, games and songs

Cleaning	staff	<p>The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs, sneezes or speaks. These droplets are too heavy to hang in the air. They quickly fall on floors or surfaces.</p> <ul style="list-style-type: none"> • We will follow Covid-19 guidance on infection control. • All staff to undertake Infection Control training before returning to work • SB has introduced a cleaning protocol to guide staff. • Cleaning will be logged • Staff will have gloves and aprons provided and will use them as required when cleaning
Toileting and Intimate care and minimising the risk of Covid-19	staff/children / visitors	<ul style="list-style-type: none"> • Only 2 children to the toilet at any one time • Staff will have gloves and aprons provided and will use them as before. • Masks and face shield are available for exceptional use. • Cubicles to be sprayed with Dettol disinfectant after each use • Mats to be wiped after use with disinfectant • Taps to be sprayed after each use
Travel to and from work	staff	<p>Staff should not car share to/or from work unless its unavoidable. Staff doing so must follow current car sharing guidelines.</p> <p>Staff should only share a vehicle as an absolute last resort they should wear a mask and then ensure they wipe down the car after the trip has taken place e/g steering wheel, handbrake, door handles etc with an antibacterial wipe (dispose of the wipes by double bagging) and open windows.</p>
Managing risk of an individual displaying symptoms	staff/children / visitors	<p>https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19</p> <p>If a child becomes unwell and starts to display symptoms and starts to display with a new, continuous cough or a high temperature they will be sent home and advised to follow the staying at home guidance. they will be moved away from the other children if possible, Ideally, a window should be opened for ventilation. If it is not possible to isolate them, they will be moved to an area which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p>

		<p>staff who become unwell with a new, continuous cough, or a high temperature, in an education setting, will be sent home and advised to follow the staying at home guidance.</p> <p>Current guidance on testing and reporting will be followed</p>
Food		<p>All food product will be handled as little as possible.</p> <ul style="list-style-type: none"> • Milk deliveries will be left on the step and bottles will be washed before placing in the fridge • Parents have been issued with a packed lunch policy • Children are requested to bring plastic bags or boxes with lunch in • Self-service for snack is suspended until normal conditions return
Communication with other hall users		<p>We will keep in touch with the Lomas Hall committee chair to ensure we are aware of their best practice and the presence of other users.</p>
Increased vulnerability of children due to their Covid-19 experiences	Children	<p>We will issue a covid-19 All about me document prior to their return to ensure we have current information on how their families have coped and been affected. Key workers will use this information to plan accordingly</p>