

Childs Play Clubs UK COVID-19 risk Assessment

Site Name: **MAUI'S FIRST SCHOOL** Completed By: **SHERISE HEAVEN** Date: **15/8/20**



| Plan | Do | Review |
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| Prepare, Policies and Procedures | Control Access and visitors | Infection control measures |
| Buildings <ul style="list-style-type: none"> • Ensure all health and safety checks have been undertaken before opening • Review evacuation procedures • Ensure adequate ventilation in all rooms (windows open) • Ensure a designated area | Access <ul style="list-style-type: none"> • Entry points controlled by the school • Hand sanitiser provided at entrances of all rooms • Covered bins provided on all | Minimise contact with individuals who are unwell: <ul style="list-style-type: none"> • Refer to PHE guidance • Anyone with COVID-19 symptoms, or who have someone in their household who does, do |
| Employees <ul style="list-style-type: none"> • Involve employees in plans to return to schools and listen to any suggestions on preventative measures that can be taken • Consider personal risk factors: age, pregnancy, existing health conditions, and ethnicity and where necessary | Minimising contacts <ul style="list-style-type: none"> • Class bubbles will be kept together in separate bubbles used in school throughout the session. • Distancing and minimised contact will be implemented | Minimise contact with individuals who are unwell: <ul style="list-style-type: none"> • Refer to PHE guidance • Anyone with COVID-19 symptoms, or who have someone in their household who does, do |
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| Review | Communicate and Review Arrangements | Review |
| | <ul style="list-style-type: none"> • Staff to have updated knowledge on risk assessments • Risk assessment published on website • Staff to report non-compliance • This risk assessment | |

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| <p>for children/staff who display COVID-19 symptoms.</p> <ul style="list-style-type: none"> • Ensure there is sufficient supplies of PPE including cleaning materials and hand washing/sanitising liquids that meet DFE/PHE requirements • Provide suitable bins and sufficient to support pupils/staff/parents to follow the “catch it, bin it. Kill it” approach • Provide sufficient tissues in all rooms • Consider the site can be split into separate zones where groups of | <p>conduct individual risk assessments</p> <ul style="list-style-type: none"> • Ensure all employees are fully briefed about the plans and protective measures identified in the risk assessment • Regular staff briefing • Regular communications that those who have COVID-19 symptoms or have someone in their household are not allowed to attend work • Information about testing available for those with symptoms | <p>entrances to dispose of face coverings and tissues/paper towels</p> <ul style="list-style-type: none"> • Sealable plastic bags provided for temporary face coverings • Staff outside to monitor protection measures • Visitors To be kept minimal • Site guidance on physical distancing | <ul style="list-style-type: none"> • Keep a record of children and staff in each bubble • Minimise mixing Whatever the size of the bubble. They are kept apart from other groups where possible • Children’s movement around the school site controlled to limit mixing • The number of children in halls limited to specific bubbles • Separate spaces for each group clearly indicated. • The same playworker/staff | <p>not attend work</p> <ul style="list-style-type: none"> • If a child/staff becomes unwell in session they will be isolated, and parents will be contacted and will be provided with information on what to do next. • An unwell child awaiting on collection, will be isolated in a designated area/room • All staff to use the COVID-19 first aid box | <p>will be reviewed if the risk level changes (e.g. following local National lockdown or cases or outbreak) and in light of updated guidance</p> |
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| <p>children can remain to minimise mixing</p> <ul style="list-style-type: none"> Consider separate facilities for snack time Evaluate capacity of rooms and shared areas COVID-19 posters/signage displayed Follow the school's guidelines put in place e.g. One-way system floor markings In areas that may cause queues, put floor markings to indicate distancing (if the school has not already put this in place Identify doors that can be propped | <ul style="list-style-type: none"> Staff to identify shared resources and how to prevent mixed contact (e.g. cleaning between bubbles or rotas for equipment use) Identify and plan that play can take place outside Parents/Children Educate children before they return about the need to stay apart from others and expectations around hygiene Communicate to parents on the preventative measures being taken and put in place Share with parents the risk assessment | <p>explained to visitors on or before arrival</p> <ul style="list-style-type: none"> A record kept of all visitors | <p>To stay in the same bubble</p> <p>Distancing</p> <ul style="list-style-type: none"> Staff to keep 2 metres from other adults as much as possible Staff to avoid face to face contact and minimise time spent within 1 metre of anyone Staff in shared spaces to avoid working facing each other Minimising contact Doors propped open when safe to do so to limit use of door handles ensure closed when | <ul style="list-style-type: none"> Staff caring for a child awaiting collection to keep a distance of 2 meters. PPE to be worn if 2 meters distance cannot be maintained. Staff to wash their hands after caring for a child with symptoms. All areas where the child/staff with symptoms have been to be cleaned |
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| <p>open (to limit use of door handles and ventilation) taking, into account of fire safety and safeguarding</p> <ul style="list-style-type: none"> Organise rooms/halls for maintaining space between tables and chairs Remove all soft furnishing, cushions, rugs, cuddly toys, and toys that can not be washed on a daily basis <p>Policies and Procedures</p> <ul style="list-style-type: none"> Update policies to reflect changes brought about by COVID-19, including | <p>on Childs Play Club UK website</p> <ul style="list-style-type: none"> Parents and children to be informed about the process that has been agreed for drop of and collection Limit the equipment Children bring into session Bags are allowed Parents to be informed that only one parent to accompany child to club and to sign in/out their children Encourage parents to call if they wish to discuss their child/children (to avoid face to face meetings) | | <p>rooms are unoccupied</p> <ul style="list-style-type: none"> Shared resources limited no unnecessary sharing <p>Outdoor resources</p> <ul style="list-style-type: none"> All sport equipment and play equipment is to be cleaned thoroughly between each use | <p>after they have left.</p> <ul style="list-style-type: none"> Should staff have close hands-on contact they should monitor themselves for symptoms of possible COVID-19 over the following 14 days. If staff become ill with COVID-19 they should get tested before returning to work and follow government guidelines. | |
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| <ul style="list-style-type: none"> • Safeguarding/child protection • Behaviour • Special educational needs • Visitors to the school Response to any infection • Managers/staff to understand NHS track and trace process and how to contact their local Public Health England Protection team (see track and trace form) • Plan how to inform staff members/parents/carers that they will need to be ready and willing to: | <ul style="list-style-type: none"> • Handovers should be limited and done side by side rather than face to face to limit cross contamination Others • No food deliveries • No visitors | | <p>Hand washing</p> <ul style="list-style-type: none"> • Frequent handwashing to be encouraged for staff/children and parents/visitors (following guidance on hand cleaning) • Sufficient handwashing facilities to be available. • Where there is no sink, hand sanitiser to be provided. • Skin friendly cleaning wipes used as an | |
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| <ul style="list-style-type: none"> • Book a test if their children/parent/staff etc. are displaying symptoms. • Inform school/club immediately of the test results • Provide details of anyone they have been in close contact with • Self-isolate if necessary | | | | | | <p>alternative to washing or sanitiser</p> <ul style="list-style-type: none"> • Children to wash their hands, on arrival and when they return from outdoor play and before /after they eat snack • Staff to assist children who have trouble cleaning their hands independently (e.g. smaller children and those with complex needs) | |
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| | | | | <ul style="list-style-type: none">• Use resources (posters) to teach effective hand washing etc. <p>Respiratory hygiene</p> <ul style="list-style-type: none">• Staff and children to be encouraged not to touch their mouth, nose, and eyes.• Staff and children to be encouraged to use a tissue to cough or sneeze and use bins for tissue waste (catch it, bin it, kill it) | |
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| | | | | <ul style="list-style-type: none">• Tissues to be provided• Bins for tissues to be provided and are emptied throughout the session• Ensure good ventilation in rooms/halls <p>Cleaning</p> <ul style="list-style-type: none">• Sanitising spray and paper towels to be provided in all rooms for use by staff members• Thorough cleaning of all rooms at the end of each session• Shared materials and | |
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| | | | | <p>surfaces to be cleaned frequently (e.g. toys, books, desks, chairs, doors, handles, sinks, toilets, light switches etc.)</p> <ul style="list-style-type: none">• Resources that are shared between bubbles (outside play equipment) to be cleaned frequently and meticulously and always between bubbles.• Toilets to be cleaned regularly | |
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| | | | | <ul style="list-style-type: none">• Staff providing close hands-on contact with children need to increase their level of self-protection, such as minimising close contact and having more frequent hand-washing and other hygiene measures, and regular cleaning of surfaces. PPE <p>The majority of staff in educational settings will not require</p> | |
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| | | | | <p>PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including:</p> <ul style="list-style-type: none">• Where an individual child or young person/ staff becomes ill with COVID-19 symptoms while at the club, and only then if a 2-meter distance cannot be maintained. | |
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| | | | | <ul style="list-style-type: none">• Where a young child or young person has routine intimate care needs which involves the use of PPE, in which case the same PPE should continue to be used.• First Aid• Staff are mostly trained.• Washing hands or using sanitiser before and after administering first aid.• Wear gloves when dealing | |
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| | | | | <p>with open wounds</p> <ul style="list-style-type: none">• If CPR is required on an adult, attempt compression only CPR and early defibrillation until the ambulance arrives• If CPR is required on a child, use a resuscitation face shield if available to perform mouth-to-mouth ventilation• Dispose of all waste safely. | |
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