

Bows and Arrows Nursery Group – Covid Risk Assessment

Version 8 - Updated 01.04.2022

The government is removing remaining domestic restrictions in England. There are still steps you can take to reduce the risk of catching and spreading COVID 19:

- *Get vaccinated*
- *Let fresh air in if meeting indoors or meet outside.*
- *Consider wearing a face covering in crowded, enclosed spaces.*
- *Get tested if you have COVID 19 symptoms and stay at home if positive.*

England is living with COVID 19.

This risk assessment (version eight) has been written with reference to the following guidance:

<https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts>

<https://www.gov.uk/government/publications/covid-19-response-living-with-covid-19/covid-19-response-living-with-covid-19>

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures>

<https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings>

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>

This risk assessment has two categories of measures. Standard control measures are universal measures which are adopted at all times and the additional control measures are more stringent measures which are designed to help manage local outbreaks of coronavirus (COVID-19) including responding to variants of concern.

Coronavirus (COVID-19) Risk assessment		
Establishment: Bows and Arrows Nurseries	Assessment by: Anne Denny (Version 1, 3 and 5) Clair Hallums/Michelle Wright (Version 2 and 4) Anne Denny / Managers (Version 6) Anne Denny/ Managers (Version 7) Anne Denny (Version 8)	Date: 22 May 2020, 23 September 2020 24 August 2020, 06 January 2021, 23 June 2021 23 August 2021 25 March 2022 1 st April 2022
Next Review Date: September 2021	Red – high risk Yellow – medium risk Green - little or no risk	Key: Please see chart at end of the document for risk gradings.

Focus	Area of consideration	Risk	Likelihood	Impact	Grading	Standard Control Measures	Additional Control Measures	Resultant Grading
Children	Drop off, Collection and attendance	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with contaminated objects and surfaces. Child attendance will be lower and this provides less opportunities to monitor vulnerable children and safeguarding concerns. Families will be unsure about symptoms and may bring a child to nursery when they have covid 19 	5	4	Red	<ul style="list-style-type: none"> An information board is displayed at the entrance area of every nursery with details of symptoms, testing and vaccination. Parent or carers are asked to wear a face mask when dropping and collecting inside the nursery buildings. On arrival, children to wash hands thoroughly. Children should not attend nursery if they have symptoms of covid 19 and a high temperature. We encourage families to continue testing children with symptoms, but recognise it is no longer a legal requirement. We will not ask for evidence of a negative test result before admitting 	<ul style="list-style-type: none"> Staff are advised to wear a clear faced visor when having contact with children, staff and parents. Staff are advised to wear face coverings when in communal areas. Staff are advised to socially distance from other adults, wherever possible. If there are a high level of staff shortages, it may be necessary to prioritise places when demand for places is too high. In these circumstances we will give priority to: <ul style="list-style-type: none"> vulnerable children and children of critical workers children who will transitioning to 	Yellow

						<p>children into the setting. However, the Nursery Manager or Person in Charge can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their children and staff from possible infection with coronavirus (COVID-19). Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice</p> <ul style="list-style-type: none">• Drop off and collection is one adult per family.• If a parent or carer tests positive for Covid 19, but your child is well, the child can continue to attend nursery. However, you should make arrangements for an alternative adult, who does not have covid 19, to drop off and collect your child for the first five days. This is because many adults will no longer be infectious to others after five days.• Safeguarding leads will maintain contact with families who are not in regular attendance to	<p>Reception in September 2021</p> <ul style="list-style-type: none">• Children under two years old• All other remaining children	
--	--	--	--	--	--	--	--	--

						ensure children are safe and well.		
Physical distancing/ grouping	<ul style="list-style-type: none"> Social distancing is virtually impossible with early years children and places everyone at heightened risk. Children will not understand they cannot explore the setting (free flow) or self- select toys and resources. Children will not stay within the designated area for their group. 	6	4	Red	<ul style="list-style-type: none"> Accept that young children will not comply with social distancing rules. Distancing of beds/cots should be facilitated wherever possible Malleable materials such as sand, mud and water can be used and regular cleaning and replacement of the substance must be maintained. 	<ul style="list-style-type: none"> Children's sessions will be organised into small groups of attendance wherever possible. These small groups should not mix during the week. Malleable materials may be withdrawn as a curriculum activity. 	yellow	
		3	3	Yellow				
		4	3	Red				
Children's Wellbeing and education	<ul style="list-style-type: none"> Children wont understand the need for extra cleaning and hand washing and wont want to engage Culture of limiting contact with items and people may instil anxiety in children 	3	2	Yellow	<ul style="list-style-type: none"> Children should be supported in developmentally appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing and sneezing into a tissue. Children's PSED should be carefully considered and supported. 	<ul style="list-style-type: none"> Provision will be based in the garden as much as possible. Children will need suitable clothing and a water proof coat every day 	Green	
		3	2	Yellow				
		4	2	Yellow				
Toileting, nappy changing and intimate care.	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with 	5	3	Red	<ul style="list-style-type: none"> Children should be supported to do as much for themselves as possible. When changing nappies, children are encouraged to walk up stairs, under close supervision, but without contact from an adult. 	<ul style="list-style-type: none"> Sinks to be regularly cleaned throughout the day where different age groups access the same bathroom Visors can be used by staff who undertake any close contact work 	Yellow	

		contaminated objects and surfaces.				<ul style="list-style-type: none"> When changing nappies, staff are to wear an apron and one pair of gloves. 	with children if staff choose to (eg helping a child to sleep, comforting a child who is hurt, etc)	
If a child starts displaying symptoms.	<ul style="list-style-type: none"> Child will become unwell Child will transmit COVID -19 to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with contaminated objects and surfaces. 	5	3	Red	<ul style="list-style-type: none"> If a child begins displaying symptoms of coronavirus and they have a high temperature, they will be sent home as per the guidelines. Testing is recommended. If your child tests negative, they can return to the setting when they are well and do not have a temperature. If your child tests positive for Covid-19, they should stay at home and avoid contact with other people for 3 days. This starts from the day after they did the test. If your child has symptoms of Covid 19 and they also have a high temperature and you are unable or unwilling to test your child, then your child should stay at home for at least three days. A child awaiting collection should be moved, if possible and appropriate, to a room where they can be isolated behind a closed door. If it is not possible to isolate them move them to 		Yellow	

						<p>an area which is at least 2 metres away from other people. A window should be opened for ventilation.</p> <ul style="list-style-type: none">• If they need to go to the bathroom while waiting to be collected, the bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.• If a member of staff has helped someone who displayed symptoms, they should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.• The staff member responsible for the child during this time should be a staff member from their group and ideally a staff member who is not vulnerable. PPE will be made available for this staff member.• If possible, the area should not be used for 72 hours after the child has been collected• The area should be thoroughly cleaned, immediately if the area cannot be left unvisited, and if the area can be left		
--	--	--	--	--	--	---	--	--

						<p>unvisited then cleaned after 72 hours</p> <ul style="list-style-type: none"> The person responsible for cleaning the area should wear appropriate PPE 		
Workforce	Attendance	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with contaminated objects and surfaces. Some staff may be more at risk of becoming seriously ill if they catch COVID-19 due to certain health conditions. Staff may have the virus and not know they have it and infect others in their workplace. 	4	3	Red	<ul style="list-style-type: none"> Practitioners should receive clear communication regarding the role they play in safe operating procedures and all measures being taken to ensure the safety of the children and themselves. In the event of a staff member developing suspected coronavirus symptoms whilst working at the nursery, they should complete a test immediately. If the test is positive, they should go home for 5 days, testing daily from day 5 onwards. They should return to work after 2 negative tests or after 10 days, whichever is sooner. If the test is negative, they should attend work, if they feel well enough. In the event of a staff member developing suspected coronavirus symptoms at home they should complete a test immediately. If the test is positive, they should stay at home for 5 days, testing 	<ul style="list-style-type: none"> Work from home if possible. 	Yellow
			3	4	Red			

						<p>daily from day 5 onwards. They should return to work after 2 negative tests or after 10 days, whichever is sooner. If the test is negative, they should attend work, if they feel well enough.</p> <ul style="list-style-type: none"> All staff will have access to a stock of LFTs which are purchased and provided by the company. All positive cases to be reported to management. 		
Workforce	Physical distancing/ grouping	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with contaminated objects and surfaces. 	5	3	Red	<ul style="list-style-type: none"> Accept that very young children will not comply with social distancing rules and will come into contact with adults. Adult to adult contact should be avoided and social distancing should be observed as much as possible. Staff members should avoid physical contact with each other including handshakes, hugs etc. 	<ul style="list-style-type: none"> Staff have the option of wearing a clear faced visors throughout their session when working alongside staff, children and families. Wherever possible staff should remain with the group of children who they are allocated to and limited the contact with other groups where possible. Nursery Manager or PIC can decide to mix groups of children if necessary. If possible, social distancing should be maintained during 	Yellow

							<p>breaks. Staff can access staff rooms together where they can socially distance from one another and rooms can be ventilated e.g. open windows and doors.</p> <ul style="list-style-type: none"> Where possible, meetings and training sessions should be conducted through virtual conferencing 	
	Vulnerable workers	<ul style="list-style-type: none"> Increased risk of illness and complications for workers who are clinically extremely vulnerable and workers in higher risk categories 			Red	<ul style="list-style-type: none"> Nursery Managers will Identify who people who are clinically extremely vulnerable, pregnant, unvaccinated or in another high risk category. These staff who are at added risk may be required to take extra precautionary measures such as wearing face visors, masks and reduced contact with others. Complete individually risk assessments to reduce the risk of infection. 	<ul style="list-style-type: none"> Work from home if possible 	Yellow
Workforce	Office staff/working from home	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by 	4	3	Red	<ul style="list-style-type: none"> Cease taking payments on site. All families to pay electronically online. Maximising use of electronic paperwork 	<ul style="list-style-type: none"> Avoiding employees working face to face by working side by side or facing away from each other where possible Using protective screening for staff in 	Yellow

		contact with contaminated objects and surfaces.					<ul style="list-style-type: none"> receptions or similar areas Reviewing layouts to allow staff to work further apart from each other Equipment used by staff such as stationary, tablets etc. should be cleaned regularly Restrict access to nursery office where possible Individual nursery to carry out risk assessment depending on their own set up. 	
	Training	<ul style="list-style-type: none"> Staff will not know, understand or follow new operating procedures and risk assessments. 	3	3	Yellow	<ul style="list-style-type: none"> All staff members must receive appropriate instruction and training in infection control and the standard operating procedure and risk assessments within which they will be operating. Publish this risk assessment on the company website to make it easily assessable. 		Green
Parents	Physical Distancing	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with 	4	3	Red	<ul style="list-style-type: none"> Drop off and pick up limited to one parent per family. Parents are asked to wear a face mask for the time they are inside the building. Promote the use of symptomatic testing using self test rapid antigen test kits at home. 	<ul style="list-style-type: none"> Arrange drop off and pick up at the nursery entrance to avoid parents entering the nursery unnecessarily. When parents are waiting to drop off or collect their child, physical distancing 	Green

		contaminated objects and surfaces.					should be maintained where possible.	
	Communications	<ul style="list-style-type: none"> Families will not know, understand or follow new operating procedures and risk assessments 	4	3	Red	<ul style="list-style-type: none"> Parents should receive clear communication regarding the role they play in the safe operating procedure and all measures being taken to ensure the safety of their children and themselves Use Connect, Website and Facebook to communicate information to families Discourage families from communicating face to face with staff, unless outside or wearing a face covering. 	<ul style="list-style-type: none"> Undertake parents meetings and home visits using video conferencing calls or telephone calls. Undertake parent meetings and home visits outside. 	Yellow
Visitors	Visits	<ul style="list-style-type: none"> COVID-19 will be transmitted from symptomatic people to others who are in close contact through respiratory droplets, by direct contact with infected persons, or by contact with contaminated objects and surfaces. 	3	3	Yellow	<ul style="list-style-type: none"> Visitors may be accepted into the setting as long as they are symptom free and they agree to wear a face covering for the duration of their visit, unless exempt. 	<ul style="list-style-type: none"> Attendance to the setting should be restricted to children and staff as far as practically possible and visitors should not be permitted to the nursery unless this individually risk assessed and can be carried out in accordance to socially distanced guidance. Maintenance visits should be made outside of the usual nursery operational hours where 	Green

							possible or at less busy times.	
Hygiene and Health & Safety	Hand Washing	<ul style="list-style-type: none"> Limited or poor handwashing techniques will encourage cross contamination. Staff skin will get sore from frequent hand washing 	4	3	Red	<ul style="list-style-type: none"> All children and staff must wash their hands upon arrival at the nursery Children and staff members should be encouraged to wash their hands frequently Nails, jewellery and clothing should be appropriate to facilitate good hygiene practices 	<ul style="list-style-type: none"> Hand cream should be provided and staff are able to bring in their own creams from home. 	Green
	Cleaning	<ul style="list-style-type: none"> Inadequate cleaning will encourage cross contamination. Staff skin will get sore from frequent use of cleaning products 	4	3	Red	<ul style="list-style-type: none"> An enhanced cleaning schedule must be implemented that includes furniture, surfaces and children's toys and equipment Communal area, touch points and hand washing facilities must be cleaned and sanitised regularly. Touch-based security devices such as keypads are regularly cleaned and eventually replaced. Gloves will provided for cleaning purposes. 	<ul style="list-style-type: none"> Cleaning company can be deployed to undertake a one off deep clean 	Green
	Waste disposal	<ul style="list-style-type: none"> Contaminated waste may be handled by children and adults exposing them to added risk 	3	3	Yellow	<ul style="list-style-type: none"> All waste must be disposed of in a hygienic and safe manner Tissues must be immediately disposed of 	<ul style="list-style-type: none"> Bins to be emptied more throughout the day Adequate supply of tissues and bins to be provided at each Nursery. 	Green
	PPE	<ul style="list-style-type: none"> PPE may not be available to purchase or be in short supply. 	5	4	Red	<ul style="list-style-type: none"> A good stock of PPE should be held on site at all times. 	<ul style="list-style-type: none"> Staff are advised to wear clear face visors for any work with 	Green

		<ul style="list-style-type: none"> People will spread the virus if they don't cover their face, hands and body with PPE 				<ul style="list-style-type: none"> Based on current evidence and the measures that early years settings are already putting in place, face coverings are not necessary when adults are interacting with children, even where social distancing is not possible. Face coverings may have a negative impact on interactions between staff and children and their use when interacting with children in settings should be avoided. A supply of clear faced visors can be worn by staff for any close contact work with children or speaking face to face with families. 	children. They may be removed when staff work outside.	
--	--	--	--	--	--	---	--	--

Likelihood	Very High	6				
	High	5				
	Significant	4				
	Low	3				
	Very Low	2				
	Almost Impossible	1				
			1	2	3	4
			Negligible	Marginal	Critical	Catastrophic

Impact