**Risk Assessment Return to Nursery September 2021**

***Guidance: Schools COVID-19 operational Guidance July 2021 – following Introduction of Step 4***

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| **What are the hazards?** | **Who might be harmed and how?** | **What is already in place / DfE guidance document reference** | **Nursery actions to manage the risk** | **By whom/date** |
| Transmission of virus within Nursery community | Children  Staff  Parents | **Page 4: Mixing and `cohort`**  *“At Step 4 we will no longer recommend that it is necessary to keep children in consistent groups (cohort)”.* | * Children and staff will be able to work across cohort and mix * Mixing of cohort will still be kept to a minimum to minimise the risk of the spread of COVID-19 across the Nursery * Arrangements are in place for all children to arrive at Nursery and enter their setting directly * Arrangements are in place for all children to go home from either their outside setting door or for a designated exit or area of the Nursery site (outside). * Parents are permitted to wait at the outside designated area for collecting their child in the afternoon. Nursery gates to open at 3pm for collection. | All Staff  All children  All parents/carers |
| Transmission of virus within Nursery community | Parents  Staff  Children | **Face Coverings**  Page 5: “From Step 4, face coverings will no longer be advised for children, staff and visitors wither in settings or in communal areas”. | * Although the guidance specifies that face coverings in Nurserys are no longer required, at Shiplake, where space is limited, staff will be permitted to **make their own personal choice** as to whether they wear a face covering. * In communal areas such as staff rooms, a number of staff can be in the room at the same time, which will be specified – allowing space to socially distance. * Face coverings will not be worn by staff in settings, unless it is recommended due to an outbreak in the setting/Nursery. This will be outlined in the Nurserys Outbreak Plan * When parents are outside on the Nursery site to collect their children, they are not expected to wear a face covering. However, they may make a choice to do so. * When parents and outside agencies need to visit the Nursery for a meeting or visit, social distancing will be requested and a face covering can be worn if the parent/visitor/staff member decide to do so. We will inform the visitor prior to appointment what the current status of positive cases is at the Nursery so the visitor and Nursery can decide whether the face to face meeting can go ahead. * Outside contractors, if working around the Nursery site, will be requested to wear a face covering as per the Nurserys risk assessment due to the size of the site and corridors etc * Any volunteer helpers are permitted in Nursery if COVID-19 numbers are low in the local area. The control measures are to be maintained by all volunteers whilst in Nursery. Volunteer helpers will be requested to complete LFD tests prior to coming to Nursery to help. | All staff  All parents  All visitors to the Nursery site |
| Control measures to minimise the transmission of COVID-19 | Children  Staff  Parents  Governors  Visitors | P7 **Control Measures**  P7 **Hand Hygiene “**frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that children clean their hands regularly. This can be done with soap and water or hand sanitiser”  P7 **Respiratory hygiene**  “The Catch it, bin it, kill it` approach continues to be very important  P8 **Use of personal protective equipment** (PPE)  “Most staff in Nurserys will not require PPE beyond what they would normally need for their work”  Pg 8 **Cleaning regimes**: Maintain appropriate cleaning regimes, using standard products such as detergents  P8 **Keep occupied spaces well ventilated** | * Children will continue to wash their hands at regular intervals through the day:   When they arrive at Nursery  Before playtime  After playtime  Before lunch  After lunchtime break  When they have used the toilet  When they have sneezed or coughed   * Staff are to also regularly wash their hands including sanitising their hands when they arrive at Nursery each day as is current practice * The `catch it, bin it, kill it` approach will be encouraged across the Nursery for all children and staff * Posters and regular reminders to the children will continue * Bins labelled with the approach as a reminder will remain to be used * The curriculum will continue to be delivered as normal. * PPE equipment is still held in Nursery if required. Please ask Michelle Harris if it is needed and it will be provided straight away * First Aid will be administered at the first aid area in Nursery. First aid book entries will be sent home as per normal Nursery procedures * Staff to clean tables and frequently used surfaces through the day – especially at the end of a morning session and at the end of the day * The Nursery is to be kept well ventilated throughout the Nursery day * All setting windows are to be kept open and doors if warm enough to do so. * Increased ventilation should be balanced with working at a comfortable temperature | All children  All staff  All visitors to the Nursery site  All children  All staff  All staff  All staff |
| Minimise the risk of the transmission of COVID-19 | Children  Staff  Parents  Visitors | P9 **When an individual develops COVID-19 symptoms or has a positive test** | * Children and staff should NOT come into Nursery if they are displaying symptoms of COVID-19 * P11 if a parent/carer insists on a child attending the Nursery, the Nursery Manager can make the decision to refuse the child if in the Heads reasonable judgement, it is necessary to protect other children and staff from possible infection with COVID-19. * Staff should NOT come into Nursery if they have had a positive Lateral Flow Test * If anyone in Nursery develops COVID-19 symptoms, they should be sent home immediately and follow current Public Health Advice * Children should be collected by a member of their family/household if possible * If a child is waiting collection, they should remain in a room that is well ventilated with fresh air. If close contact is necessary by a staff member, PPE should be worn. Once they have gone home, the room should be thoroughly cleaned. * The household should follow up to date PHE advice | All staff  All parents  All children |
| Minimise the risk of the transmission of COVID-19 | Children  Staff  Parents  Visitors | P9 **Asymptomatic testing**  “testing remains important in reducing the risk of transmission of infection within Nurserys”  P 5/p11 Close Contact Tracing | * Staff that have signed up to undertake LFD tests will test twice a week according to the Nursery’s schedule * We will recommend all visitors to the Nursery site to take an LFD test prior to their visit and inform the Nursery of their result * Staff will email the Registrar`s email to inform of the result of the test (by 8.30pm on the designated day) * If an LFD test is positive, then the staff member should self-isolate and book a PCR test * Whilst awaiting the PCR test, the staff member must continue to self-isolate * If the PCR test is taken within 2 days of the positive LFd test and is negative, the staff member can return to Nursery if they DO NOT have COVID symptoms * Close contacts will be identified via NHS Test and Trace * Staff and children must follow Public Health advice on when to self-isolate and what to do * NHS Test and Trace will work with the positive case to identify close contacts. * Contacts from a Nursery setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact * Children under 18 and staff who are double jabbed will not be required to self-isolate if they are a close contact of a positive case. They will be advised to get a PCR test which the Nursery expects parents/carers to arrange straight away | Staff who have signed up for the LFD tests  Staff  Parents |
|  | CEV children and staff | P11 Other Considerations | * CEV (critically extremely vulnerable) children should attend Nursery unless their paediatrician or GP has stated they are not to. * CEV staff are not required to shield but may wish to take extra precautions to protect themselves if they are in Nursery * If a CEV staff member is unable to work at home, they can attend Nursery. See updated Guidance | Parents of CEV children  Staff who are CEV |
| Education contingency if not in Nursery due to positive test | Children  Staff  parents | P12 **Remote education** | * For any children that have tested positive and are feeling well, home learning will be suggested by Nursery. * Staff and parents of children with SEND should work together to ensure the child can access appropriate learning resources and activities to meet their individual needs | Key workers  Parents  children |
| Risk of Education Visits | Children  Staff  Volunteer helpers | P14 Educational visits | * A full and thorough risk assessment must be written for outings to go ahead. * Staff ratios and availability is to be considered. | Manager  Headteacher  Governors |