

## Risk Assessment Cuddles Day Nursery Ltd

Sheet No	Date of assessment 24/02/2022	Activity/Process COVID-19				Location Cuddles Day Nursery Ltd		Assessed by F Morgan	Review Date ongoing
No:	Activity/Process	Hazard	Persons in Danger	Severity L to H	Likelihood L to H	Result L to H	Controls and Comments		Result
1	Minimise contact with individuals who are unwell.	Someone attends the setting following testing positive for covid or with symptoms of COVID	Staff, Children, parents, visitors, Agency staff,	L	M	M	<ul style="list-style-type: none"> <li>• Staff, children, parents, visitors to follow government guidance regarding working with covid. From 24<sup>th</sup> February people will take personal responsibility as to whether they are well enough to attend the setting's.</li> <li>• practical measures to be taken, including:                             <ul style="list-style-type: none"> <li>○ adequate ventilation</li> <li>○ sufficient cleaning of frequently touched surfaces</li> <li>○ good hand hygiene</li> <li>○ Antibacterial spray and gel is available for use in all rooms.</li> <li>○ Promote respiratory hygiene (catch it, kill it, bin it)</li> </ul> </li> <li>• staff, parents and visitors can choose to wear face coverings in communal areas.</li> <li>• HR available for staff to discuss concerns</li> </ul>		
2	Increased risk of infection and complications for staff/ children who are clinically extremely vulnerable and workers in higher risk groups	Someone attends the setting following testing positive for covid or with symptoms of COVID	Staff, Children, parents, visitors, Agency staff,	L	M	M	<ul style="list-style-type: none"> <li>• Staff, children, parents, visitors to follow government guidance regarding working with covid. From 24<sup>th</sup> February people will take personal responsibility as to whether they are well enough to attend the setting's.</li> <li>• practical measures to be taken, including:                             <ul style="list-style-type: none"> <li>○ adequate ventilation</li> <li>○ sufficient cleaning of frequently touched surfaces</li> <li>○ good hand hygiene</li> </ul> </li> </ul>		

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							<ul style="list-style-type: none"> <li>○ Antibacterial spray and gel is available for use in all rooms.</li> <li>○ Promote respiratory hygiene (catch it, kill it, bin it)</li> <li>• staff, parents and visitors can choose to wear face coverings in communal areas.</li> <li>• HR available for staff to discuss concerns</li> </ul>		
3	Minimise risk of infection	Someone attends the setting following testing positive for covid or with symptoms of COVID	Pregnant ladies	H	M	M	<ul style="list-style-type: none"> <li>• Staff, children, parents, visitors to follow government guidance regarding working with covid.</li> <li>• practical measures to be taken, including:                             <ul style="list-style-type: none"> <li>○ adequate ventilation</li> <li>○ sufficient cleaning of frequently touched surfaces</li> <li>○ good hand hygiene</li> <li>○ Antibacterial spray and gel is available for use in all rooms.</li> <li>○ Promote respiratory hygiene (catch it, kill it, bin it)</li> </ul> </li> <li>• staff member in 3<sup>rd</sup> trimester to reduce contact with individuals displaying symptoms of covid.</li> <li>• Follow covid &amp; pregnant ladies risk assessment</li> </ul>		
4	Reducing the spread of COVID within the building	Contracting covid from touch points	Staff, Children, parents, visitors, Agency staff,				<ul style="list-style-type: none"> <li>• High contact touch points cleaned once a day e.g. Toilets, Door handles, door bell</li> <li>• staff, parents and visitors can choose to wear face coverings in communal areas and while handing over to parents.</li> </ul>		

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							<ul style="list-style-type: none"> <li>• practical measures to be taken, including:                             <ul style="list-style-type: none"> <li>○ adequate ventilation</li> <li>○ sufficient cleaning of frequently touched surfaces</li> <li>○ good hand hygiene</li> <li>○ Antibacterial spray and gel is available for use in all rooms.</li> <li>○ Promote respiratory hygiene (catch it, kill it, bin it)</li> </ul> </li> </ul>		
5	Limiting contact and the spread of the virus – Staff	COVID-19	Staff Learners Children	M	M	M	<ul style="list-style-type: none"> <li>• Where face to face training is not available, staff will use appropriate on-line training.</li> <li>• During settling-in sessions parents and staff can choose to wear a face covering both inside and out.</li> <li>• Staff can choose to wear face coverings when walking around the setting, in communal areas and when speaking to the parents.</li> </ul>		
6	Limiting contact and the spread of the virus – Parents	COVID-19	Parents Children	M	M	M	<ul style="list-style-type: none"> <li>• Staff will support children to wash and dry their hands on arrival, throughout the day and when leaving or they may use the hand sanitiser instead.</li> <li>• Parents may choose to wear a face mask when they enter the building until they exit unless medically exempt</li> </ul>		A

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7	Equipment / Environment	COVID-19	Staff Learners Children	M	L	L	<ul style="list-style-type: none"> <li>Maintain good airflow throughout the rooms with open doors and windows and where rooms have windows and air-con systems. Staff need to be aware of the room temperature so that it is at a comfortable level for the children. Staff to use the co2 monitors to support awareness of air quality</li> <li>Resources should be cleaned or sanitised once a month.</li> </ul>		A
8	Communication for staff	Information sharing of COVID-19	Staff	L	L	L	<ul style="list-style-type: none"> <li>Staff communication with ongoing updates through email/Breathe. This includes government guidance, HR information, policies and risk assessment updates.</li> <li>All teams to review RA regularly and when an update has been made.</li> </ul>		A
9	Communication to parents	Information sharing of COVID-19	Staff Children Parents	L	L	L	<ul style="list-style-type: none"> <li>Parents informed when government guidance changes and updates on nursery guidance</li> <li>Written communication will be sent out to keep parents informed of any changes</li> </ul>		A
10	Suppliers	Low stock	Staff Children Parents	L	L	L	<ul style="list-style-type: none"> <li>Settings to monitor PPE stock weekly and order early to avoid low stock.</li> </ul>		A
11	Wellbeing of Staff		Staff Learners Children	L	L	L	<ul style="list-style-type: none"> <li>HR will be available to talk to any staff member who may need some support.</li> </ul>		A

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12	Hygiene and infection control Good practise with regards to all staff						<ul style="list-style-type: none"> <li>• All kitchens will be cleaned down once a day as part of the cleaning regime</li> <li>• A list of cleaning requirements will be issued and the Nursery Manager will delegate these and ensure they are carried out</li> <li>• The cleaning company who come into the nursery in the evenings will have a tick list of areas to clean and will sign these off once they have been completed every night.</li> </ul>		
13	Hygiene and infection control Good practise with regards to admin staff						<ul style="list-style-type: none"> <li>• Admin staff will have a plastic screen to help limit contact in the main offices at CH only</li> <li>• Admin staff can choose to wear face coverings when dealing with parents</li> <li>• If the admin team need to "hot desk" the surfaces must be sanitised between use. Records to be filed in the COVID folder</li> </ul>		

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Key to result: T=Trivial risk A=Adequately controlled N=Not adequately controlled U=Unable to decide, further information required

<b>Risk Rating:</b> Once the likelihood and severity have been determined, the risk can be calculated below (AxB)			
	<b>Likelihood (B)</b>		
<b>Possible Severity (A)</b>	<b>L</b>	<b>M</b>	<b>H</b>
Low	Low	Low	Medium
Medium	Low	Medium	High
High	Medium	High	High