

COVID-19 Risk assessment for Advantage Day Nursery

<p>General</p>	<ul style="list-style-type: none"> <li>• The building will be cleaned daily.</li> <li>• Floors will be swept and cleaned every day.</li> <li>• Surfaces will be damp dusted daily with disinfectant spray</li> <li>• All corridors floor cleaned daily</li> <li>• Door handles and light switches will be cleaned with sanitiser hourly during the day</li> <li>• All adults who enter the nursery must either sanitise or wash their hand with soap and water.</li> <li>• The children must wash their hands with soap and water when arriving in their rooms</li> <li>• During the day the children must wash their hands with soap and water when returning to the play room from outside, Jungle Gym or Sensory Room</li> <li>• Staff must be seen to be washing their hands regularly throughout the day.</li> <li>• Sanitiser is readily available around the building and outside each room</li> <li>• Soap and paper towels are readily available in all the play rooms and bathroom and adult toilets.</li> </ul>	
<p>Building entrance</p>	<ul style="list-style-type: none"> <li>• The main entrance will only be used by staff and parents entering the building</li> <li>• Sanitiser will be available in the entrance hall. All visitors entering must sanitise their hands.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Signing in – adult visitors will be asked to confirm they are COVID- 19 symptom free &amp; sign a disclaimer</li> <li>• Children - Parents must complete new contact form with up to date details</li> <li>• Staff signing in - signing in book will be adjacent to the Manager’s office.</li> <li>• During busy periods of the day the main entrance is only to be used to come into the building. After dropping or collecting children parents must exit by the door near the kitchen or the Under twos’ garden gate</li> <li>• Only one parent/carer to come into the building with their child</li> <li>• All adults and children to sanitise / wash their hands on arrival in the building</li> </ul>	
Corridors	<ul style="list-style-type: none"> <li>• A one way system has been introduced through the building for parents both entering and then exiting after drop off.</li> <li>• Outside each room space markers have been put on the floors for parents to wait at to drop off or collect children from their room</li> <li>• Sanitisers will be outside each room for adults and children to sanitise hands</li> </ul>	

Play rooms children	<ul style="list-style-type: none"><li>• No more than <b>2 visiting 'new'</b> parents to be in the room at any one time</li><li>• Social distancing must be observed between the parents and staff at all times</li><li>• Please do not stay for longer than necessary as there may be other parents waiting to collect or drop off their children</li><li>• Parents will be asked to confirm each day that their child does <b>not</b> have any Covid 19 symptoms</li><li>• To limit cross infection, minimal paperwork will be shared to and from the nursery. Please check your email regularly for current information</li><li>• There will be not free flow play within the age groups so as to limit possible cross contamination.</li><li>• The play rooms will be kept clean and tidy by the staff with daily schedules in place</li><li>• Window ledges and surfaces – to be wiped with sanitiser daily before the children arrive and as required during the day</li><li>• Floors to be swept and washed after each meal</li><li>• Floors to be swept at the end of each session (am/pm)</li><li>• At the end of each day the hard floors must be swept and washed and the carpets hoovered</li></ul>	
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Bathrooms/Toilets	<ul style="list-style-type: none"> <li>● The rooms must be kept tidy to ensure easy cleaning</li> <li>● The children's toilets will be cleaned thoroughly at the end of each session (am/pm) and after each mealtime. This will include the toilets, sinks and floors</li> <li>● Sufficient soaps and hand towels must be available</li> <li>● Sanitiser will also be available in all the rooms</li> </ul>	
Resources and equipment	<ul style="list-style-type: none"> <li>● Resources and equipment will not be shared between rooms</li> <li>● Regular planned cleaning of equipment (daily or weekly) will be carried out.</li> <li>● Messy play such as sand or playdough will be allowed – the children and adults must wash their hands before and after playing with the sand or playdough. Playdough will be replaced following each session and sand will be washed regularly.</li> <li>● All surfaces used by the children to play must be sanitised following use at the end of each session.</li> </ul>	
Cross Infection	<ul style="list-style-type: none"> <li>➤ Only staff who have no symptoms of COVID-19 will be working in the Nursery</li> <li>➤ Should staff have symptoms they must report this to the Manager at the earliest opportunity</li> <li>➤ All staff will sign a new health declaration prior to returning to work</li> </ul>	

	<ul style="list-style-type: none"><li>➤ All staff will wear plastic aprons and gloves to change nappies and carry out any personal routines on children.</li><li>➤ Staff travelling to work by public transport will be issued with face masks and requested to wear them to and from work.</li><li>➤ Staff travelling by public transport will be requested not to wear Nursery uniform to and from work but change into it when they arrive at work.</li><li>➤ Staff will not, where possible, go into other children's rooms during the sessions</li><li>➤ Clean uniform must be worn each day</li><li>➤ Any staff members who becomes ill during the day will leave the building immediately and be tested</li><li>➤ There is zero tolerance for staff working if they show any symptoms of COVID- 19</li> <li>➤ All visitors and contractors entering the building will be required to complete a visitor's questionnaire. They will be issued with new gloves and aprons on entering the building.</li> <li>➤ All parents will be asked to confirm their child does not have any symptoms of COVID-19 each day</li></ul>	
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	<ul style="list-style-type: none"><li>➤ Parents must be contactable during the day should their child become ill or have nominated a responsible adult who would assume the care of their child.</li><li>➤ Should a child become ill during the day with suspected COVID- 19 symptoms they will be isolated with a two members of staff in Shooting Stars’ room. Staff will wear face masks, apron and gloves. Parents will be contacted immediately and asked to collect their child.</li><li>➤ The isolation room will be thoroughly cleaned following the isolation</li><li>➤ There is zero tolerance for any child coming to the Nursery who may have any symptoms of COVID-19</li><li>➤ No child will be accepted into the nursery if they have taken paracetamol (eg.Calpol) or ibuprofen (eg. Nurofen) before coming to Nursery</li><li>➤ If children use more than one setting during the course of a week parents are requested to choose one setting to minimize cross contamination</li><li>➤ Children and staff must adhere to the guidelines set out by the government should a member of their family or they become infected with COVID-19</li></ul>	
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Meal times	<ul style="list-style-type: none"> <li>• The tables and chairs will be sanitised before being laid for each meal time</li> <li>• The staff and children must wash their hands before and after meals</li> <li>• Staff will wear plastic aprons and gloves to serve the meals</li> <li>• Breakfast, lunch and tea are served in the rooms</li> <li>• All plates, bowls and cutlery are washed in an industrial dish washer</li> <li>• For the younger children who have individual drinking cups to access throughout the session: these will be washed in the industrial dishwasher at least twice a day</li> </ul>	
Garden Areas	<ul style="list-style-type: none"> <li>▪ The Nursery has four garden areas which will be designated for each of the age groups. Each area will then only be used by the allotted age group.</li> <li>▪ Outside play equipment will be wiped with spray sanitiser after each group has played outside</li> <li>▪ Bins must have lids and cleaned regularly and be emptied daily</li> <li>▪ Gardens must be left clean and tidy at the end of each play session</li> </ul>	

May 2020

Manager Hazel Moody

