

Risk Assessment for Covid-19 Social Distancing

Risk area: Ruskin Road Pre-School

Carried out by: Lisa Pearce

Date 30/06/2020

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Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
	<i>People on premises and those most vulnerable.</i>	<i>Of hazard occurring and risk to people.</i>	<i>Remove and reduce hazards. Remove and reduce risk to people.</i>	<i>Record, plan, inform, instruct, train and review.</i>

Arrival of staff	All staff	Low	Staff will need to wash hands before starting work and try to maintain a distance from each other. Touch points will need to be surface wiped with Anti-Bacterial wipes.	All Staff
Arrival of children	Staff, children, and parents/carers	Med	Parents/carers will need to form an orderly queue outside, maintaining a distance of 2 metres from each other. (The register will be taken on the door at point of entry) When the doors are open a staff member will ask for the first parent to come forward. They will use the hand sanitizer station and wait for the next child to come forward, till the staff member has 3 children. At that stage the doors will be closed and the children taken up to hang coats and bags up before starting to play. Repeat till all children have entered. Staff will have to wipe over the touch points after each small group has entered the premises.	All Staff Parents to be pre-informed

During the day	Staff and children	Med	Groups will be kept small (LP to be advised by local authority) and outside space, and maybe Upper Room, utilised. Toys and play equipment must be cleaned at the end of the day, ready for the next group of children. The children and staff must regularly wash their hands.	All Staff
Toilet breaks	Staff and children	Med	Staff will use the lower toilet and clean before and after use. They will wash hands when finished. Children - the staff will have to clean before and after each child using the facilities. This is to include, taps, door handles, toilet flush etc.	All Staff
Snack time	Children	Med	Paper plates and plastic cups will be used and thrown away when finished. Individual drinks and snacks will be prepared for the children.	All Staff
Home time for the children	Staff, Children, and Parents/carers	High	All children are to wait on the stairs with their things ready to go home. Staff will open one door and release the children into the care of their parents/carers. On the way out the children will need to use the hand sanitizer station. Staff will have to wipe over the handrail when all the children are gone.	All Staff
Home time for staff	Staff	Low	All equipment that was used should now be washed, dried and put away and the hall locked up as normal ready for the next day.	All Staff