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| **Name of setting:**  | **The Red House Children’s Centre**  | **Date of this risk assessment:****Version:**  | **17/08/2021****5** |
| **Risk being accessed:**  | This risk assessment will assist The Red House in preventing the transmission of Coronavirus (Covid-19) in the setting.This risk assessment has to be read in conjunction with The Red House Outbreak Management Plan  |
| **Aim:**  | To support the health and safety of all children, families, staff and visitors.  |
| **Risk assessment to be reviewed on:**  | **22nd October 2021, or as needed according to changes in practice and/or guidance** | **Guidelines:** Coronavirus (COVID-19): guidance for schools and other educational settingActions for Early Years and Childcare providers during the Covid Outbreak. 17th AugustCOVID-19: cleaning in non-healthcare settings  |
| **What are the main methods of limiting the transmission of Coronavirus (COVID-19) at** **The Red House**  | 1. Infection prevention and control through frequent hand cleaning and good respiratory hygiene practices
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| 1. Infection prevention and control through regular cleaning practices
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| 1. Infection prevention and control through minimising contact and mixing (social distancing)
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| 1. Infection prevention and control by responding to individuals who are unwell with coronavirus symptoms and avoiding contact with anyone with symptoms
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|  | 1. Infection control through outbreak management
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| **People at Risk:**  | Staff ChildrenParents & carersVisitors Contractors Vulnerable groups | **Building size and Description:** Three storey detached former residential building with garden spaces at the front, side and rear.A total of two entrances from the public pavement into the garden with four exit/entrances on the ground floor to the building.  |

** The Red House Coronavirus (COVID-19) protective measures risk assessment**

1. **Frequent hand cleaning and good respiratory hygiene practices**

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| **What is the Hazard:** Risk of Covid-19 transmission through poor hygiene practices |
| **Control measures**Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence of a hazard that you have identified. | **What is being done to control this risk now?** | **Can you do anything else to lower the risk further?** | **Who is Responsible For Implementing These Control measures?** |
| Cleaning/washing hands regularly  | On arrival and any subsequent entry to The Red House staff, parents, carers, children, visitors and all contractors must use antibacterial hand gel available at entry points. *(Please be aware of health and safety when dispensing hand sanitizer for young children use a pea sized amount under supervision)*Hand washing facilities with running water are in place in 4 different locations, with two on each floor and are fully stocked with soap. There are additional handwashing facilities for staff only on the second floor and in the kitchen and utility room. Children and adults are reminded to wash hands more often for 20 seconds with running water and soap and to dry their hands thoroughly. Staff will supervise young children to ensure they wash their hands more frequently and thoroughly and remind them to wash their hands more often throughout the day, for example, transitioning between activities, including before and after eating and after accessing the garden spaces Everyone is encouraged to avoid touching face, eyes, nose or mouth with unclean hands. We will remind everyone to cover their mouth and nose with a disposable tissue (not their hands) when they cough or sneeze and throw the tissue straight away in the nearest hands-free bin. Tissues will be available in all areas, on all floors. Bins will be emptied daily to ensure effective sanitation We will provide learning opportunities for children to learn and understand good hygiene throughout their time at The Red House. All adults will support children’s understanding of good hygiene by role modelling good practice.  | In the office and staff areas we will use signs and posters to build awareness of good handwashing technique, the need to increase handwashing frequency, avoid touching the face and to cough or sneeze into a tissue which is binned safely. Practice will include continued remodelling and explanation of the above throughout the day by all adults to support children’s understanding. [Coronavirus (COVID-19): guidance for educational settings poster](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/876220/COVID19_Guidance_Education.pdf)There will be regular Covid-19 prevention sessions at Inset Days for all staff to ensure effective hand washing and good practice for the duration. | Senior management will ensure that soap dispensers and antibacterial hand gels are full from the start of each day. All staff are informed to direct everyone to use hand sanitiser upon entering the building. Rigorous checks carried out by senior management to ensure that the necessary procedures are being followed. |
| **What is the Hazard:** Risk of Covid-19 transmission through poor hygiene practices**Is the hazard adequately controlled by implementing the hygiene and cleaning control measures detailed above?** Yes**What is the risk rating:** Low |

1. **Regular cleaning practices**

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| **What is the hazard:** Risk of Covid-19 transmission through poor cleaning practices |
| **Control measures**Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence of a hazard that you have identified. | **What is being done to control this risk now?** | **Can you do anything else to lower the risk further?** | **Who is Responsible For Implementing These Control measures?** |
| Surface cleaning | Frequent cleaning of objects and surfaces that are touched regularly, such as door handles, light switches, chairs, sinks, bannisters and toilets. There is a limited or restricted use of high-touch items and non-easily washable/hard to clean items such as malleable materials. For example, playdough is disposed of daily or stored out of practice for a minimum of 72 hours. Water play is only used in conjunction with soap and is replaced throughout the day. Only machine washable fabrics are used and again, these are washed daily.Play resources and equipment will be regularly washed and disinfected at the end of each day using our standard cleaning products.  | We will follow the guidelines: [COVID-19: cleaning in non-healthcare settings](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings) | All team membersAll team membersAll team members  |
| Sanitation | Lidded touch free bins (pedal bins) will be located in each are for the disposal of tissues and other waste. Bins will be emptied minimum twice per day. Gloves must be used when emptying bins. | All people who will be emptying bins will be shown how to complete this safely in accordance with:[COVID-19: cleaning in non-healthcare settings](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings) | All team members |
| **What is the Hazard:** Risk of Covid-19 transmission through poor cleaning practices**Is the hazard adequately controlled by implementing the hygiene and cleaning control measures detailed above?** Yes**What is the risk rating:** Low |

1. **Minimising contact and mixing (Social distancing)**

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| **What is the Hazard:** Risk of Covid-19 transmission through close contact with others |
| **Control measures**Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence of a hazard that you have identified. | **What is being done to control this risk now?** | **Can you do anything else to lower the risk further?** | **Who is Responsible For Implementing These Control measures?** |
| Shielded and clinically vulnerable children and young people | Please refer to guidelines: <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>> | Where appropriate, individual EHC plans will inform specific measure for individual children in addition to the Government guidelines. We necessary, individual risk assessments will be put in place | SENCO/Inclusion Leader |
| Shielded and clinically vulnerable adults | We will ask all staff and parents to inform us if they fall into these categories so that appropriate individual risk assessments can be completed and necessary actions followed.Please refer to guidelines: <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings> | Individual risk assessments will be carried out for all staff and other relevant adults who are in these categories. See statement: How The Red House will protect children, families and staff. | SENCO/Inclusion Leader |
| Drop off/pick up times | We will use signage and direct communication at entry points to remind parents, carers, children or any member of the household that if they have the symptoms of Covid-19 (high temperature or a persistent cough) they will not be allowed to leave their child at the setting. We will keep implementing a one-way entry system allowing adequate space to social distance during arrival and collection. If/when there will be changes to that for one or more families a member of staff will be present in person to direct parents, answer questions, and offer help if needed.We will provide clear instructions for parents and carers during drop-off and pick-up times that minimise adult to adult contact. Where parents and carers are waiting to drop off or collect their child/ren we will remind them to adhere to social distance guidelines.  | Signs to remind parents/carers to observe social distancing to be placed in the front garden.In-person guidance and assistance when changes are made. | Senior ManagementSenior ManagementSenior ManagementSenior Management |
| Lunches/breaks | Glasses, plates, cutlery, and jugs used by children to drink water/milk are routinely washed after each use. We will monitor and discourage the sharing of food (e.g. from platers, big bowls) and drink at any time. Snack-time will be supervised by an adult at all times to ensure the children do not touch or share food from the same containers.Masks provided for staff individual use whilst in the staff room. | High-touch items within staff rooms such as a kettle handle or microwave will be cleaned regularly  | All staffAll staff |
| Building/premises | Areas will be kept well ventilated by keeping windows open where possible. We will limit the number of children who use toilet facilities at one time to ensure that toilets do not become crowded.  |  | All staffAll staff |
| Meetings | Where meetings cannot be undertaken remotely, participants attending meetings will maintain a 2m separation throughout. Everyone will be discouraged from hand shaking and general personal greetings.  |  | All staffAll staff |
| Visitors  | Where visitors and contractors are required to visit on site they will be instructed to follow the control measures within this risk assessment.  |  | Senior Management and Admin  |
| Wellbeing  | Management will promote mental health & wellbeing awareness to staff, children and families during the Coronavirus outbreak and will offer whatever support they can to help.[MIND Coronavirus and your wellbeing](https://www.mind.org.uk/information-support/coronavirus/coronavirus-and-your-wellbeing/)[Guidance for the public on the mental health and wellbeing aspects of coronavirus (COVID-19)](https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19)[Young minds child's mental health during the coronavirus (COVID-19) pandemic](https://youngminds.org.uk/find-help/for-parents/supporting-your-child-during-the-coronavirus-pandemic/) |  | Senior Management |
| **What is the Hazard:** Transmission of Covid-19 through close contact with others**Is the hazard adequately controlled by implementing the social distancing control measures detailed above?** Yes**What is the risk rating:** Low  |

1. **Individuals who are unwell/avoiding contact with anyone with symptoms**

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| **What is the Hazard: Transmission of Covid-19 by contact with an individual who is unwell** |
| **Control measures**Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence of a hazard that you have identified. | **What is being done to control this risk now?** | **Can you do anything else to lower the risk further?** | **Who is Responsible For Implementing These Control measures?** |
| Recognising the symptoms of coronavirus | Ensure that all staff recognise the signs of Coronavirus. The most common symptoms of coronavirus (COVID-19) are a new, continuous cough, a high temperature (over 37.8 degrees), and a change in the sense of taste or smell. | <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/> | Senior Management |
| An adult develops symptoms of coronavirus whilst on the premises | If an adult becomes unwell with a new, continuous cough, loss of taste/smell or a high temperature they must be sent home and advised to follow the staying at home guidance. If an adult develops a high temperature, loss of smell or a persistent cough while at work, they should: 1) Return home immediately 2) Avoid touching anything 3) Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.4) They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed. Cleaning with normal disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. Full guidance on what to do if someone develops symptoms of Covid-19 can be found here**:** [What to do if someone develops symptoms of coronavirus (COVID-19) whilst at an educational setting](https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19#limiting-the-spread-of-coronavirus-covid-19-in-educational-settings) |  | Senior ManagementSenior Management |
| If a child develops symptoms of coronavirus whilst on the premises | If a child begins displaying a continuous cough, loss of smell or a high temperature, they should be sent home to isolate as per the guidelines. If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. We will provide such space on a routinely basis. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.Cleaning with normal disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. Full guidance on what to do if someone develops symptoms of Covid-19 can be found here**:** [What to do if someone develops symptoms of coronavirus (COVID-19) whilst at an educational setting](https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19#limiting-the-spread-of-coronavirus-covid-19-in-educational-settings) | . | Senior Management |
| **5.Outbreak management**  | If several Covid-19 cases develop in or are reported toThe Red House:-5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or-10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period the Outbreak management Plan must be implemented.The Outbreak Management Plan must be implemented in case of a recognised outbreak in the area, following communication by the Local Authority and/or Public Health England. | See attached: **Outbreak Management Plan** | Senior ManagementStaff with Covid Admin accountability |
| **What is the Hazard:** Transmission of Covid-19 by contact with an individual who is unwell**Is the hazard adequately controlled by implementing the social distancing control measures detailed above?** Yes**What is the risk rating:** Low  |

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| **Risk assessment method of circulation** |
| **Staff:** Email 27/08/2021 | **Parents and carers:** Email 27/08/2021 and website | **LA/Ofsted:** Website  | **Other:**  |

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| **Risk assessment completed by** |
| **Name:** Marco Giannerini, Charlotte Brewster, Helen Fernandes, Phoebe Mayer | **Role:** Senior Management Team, Covid Admin Team | **Signature:**  |
| **Risk assessment authorised by** |
| **Name:** Maggie Kirby | **Role:** Director | **Signature:**  |