

MAGIC DRAGON PRESCHOOL CORONAVIRUS (COVID-19) PROTECTIVE MEASURES RISK ASSESSMENT

UPDATED FEBRUARY 2022

Magic Dragon Preschool		Date of this risk assessment: 26/2/22	
Risk being accessed:	This risk assessment will assist Magic Dragon Preschool in preventing the transmission of Coronavirus (Covid-19) in the setting.		
Aim:	To support the health and safety of all children, families, staff and visitors.		
Risk assessment to be reviewed on:	When updated guidelines are issued.	Guidelines: Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak What to do if a child or adult is displaying, or is a confirmed case, of coronavirus (COVID-19) in an early years setting Rapid asymptomatic coronavirus (COVID-19) testing in early years settings Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) COVID-19: cleaning in non-healthcare settings outside the home	
What are the main methods of limiting the transmission of Coronavirus (COVID-19) at Magic Dragon Preschool:	1. Infection prevention and control through frequent hand cleaning and good respiratory hygiene practices		
	2. Infection prevention and control through regular cleaning practices and adequate ventilation		
	3. Infection prevention and control through minimising contact and mixing (social distancing) and staffing arrangements		
	4. Infection prevention and control by responding to individuals who are unwell		

	with coronavirus symptoms and avoiding contact with anyone with symptoms	COVID-19: people with COVID-19 and their contacts - GOV.UK (www.gov.uk) Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak - GOV.UK (www.gov.uk) Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak COVID-19: cleaning in non-healthcare settings: Here
	5. Infection prevention and control through testing and vaccination.	
People at Risk:	Staff Vulnerable Contractors Visitors Children Parents & carers	Building Description: Large hall, Smaller hall, Mat room, outdoor area, end garden, toilets. Spaces available for use for staff = Kitchen, staffroom and store room, toilets.

1. Frequent hand cleaning and good respiratory hygiene practices

What is the Hazard: Risk of Covid-19 transmission through poor hygiene practices			
Control measures	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?
Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence of a hazard that you have identified.			

<p>Cleaning/washing hands regularly</p>	<p>Upon entry to the building staff and children (and parents/carers and visitors where applicable) must use antibacterial hand gel available at entry and exit points.</p> <p>Hand washing facilities with running water are in place and fully stocked with soap. Everyone reminded to wash hands more often and for 20 seconds with running water, soap and dry hands thoroughly.</p> <p>Staff teams will supervise young children to ensure they wash their hands more frequently and thoroughly and remind them to wash their hands and or use hand sanitiser more often throughout the session, for example before starting a new play activity and before and after eating – this will always be supervised.</p> <p>Everyone is encouraged to avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>We will remind everyone to cover their mouth and nose with a disposable tissue or their elbow (not their hands) when they cough or sneeze and throw the tissue straight away in the nearest hands free bin. Tissues will be available and bins will be emptied more regularly.</p> <p>Staff teams will ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.</p> <p>We will provide learning opportunities for children to learn and practise good hygiene through games and repetition. We will aid children's understating of good hygiene by using age appropriate visuals and modelling as a staff team.</p>	<p>We will use signs and posters (for adults and children) 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 can be binned safely.</p> <p>A poster will be displayed outside of preschool, on the walls in the hall, near bins and in the toilets and kitchen areas. They will also be sent to parents via email to share with their children at home.</p> <p>Coronavirus (COVID-19): guidance for educational settings poster <i>(We will ensure that all staff and children have been instructed on how to hand wash effectively and for the correct duration.</i> https://www.nhs.uk/live-</p>	<p>Magic Dragon staff will ensure that soap dispensers and antibacterial hand gels are full from the start of each day.</p> <p>All staff are informed to direct everyone to use hand sanitiser upon entering the building.</p> <p>Rigorous checks carried out by Niki Hawke to ensure that the necessary procedures are being followed.</p>
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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

2. Regular cleaning practices and adequate ventilation

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	Regular cleaning plays a vital role in limiting the transmission of COVID-19 We will use our regular cleaning products such as our regular detergents and disinfectant that are effective against viruses.	We will follow the guidelines: COVID-19: cleaning in non-healthcare settings	All staff: We will operate a cleaning rota/schedule during the term. Niki Hawke to

	<p>We will ensure that we will avoid mixing cleaning products together as this can create toxic fumes.</p> <p>Resources will be kept in our storage areas in boxes/units. We may reduce the amount of resources and equipment available during the session.</p> <p>Extra cleaning by the contractors for the Church Hall will take place daily after preschool has finished.</p>	<p>We will remove any unnecessary soft furnishings and malleable items and place them in storage.</p> <p>We will ensure we have plenty of hand sanitiser and cleaning products which we will check before and after each session. Cleaning products will be kept out of reach of children.</p> <p>Weekly stock takes will ensure suitable levels of cleaning products are maintained.</p> <p>Staff will be given their own pens to use.</p> <p>Adult chairs usually stored at the side of the hall will be stored on the stage where they will not be touched.</p>	<p>supervise and implement the cleaning rota.</p> <p>All Staff.</p>
<p>Adequate ventilation</p>	<p>We will ensure that our setting is well ventilated to help reduce the concentration of the virus in the air, which reduces the risks from airborne transmission.</p> <p>Windows in both halls and the Mat room will be opened at all times. A CO2 monitor will be used to help indicate when there is poor ventilation.</p>	<p>Ventilation and air conditioning during the coronavirus (COVID-19) pandemic</p>	
<p>Laundry</p>	<p>Items will be washed in accordance with the usual instructions or cleaned with safe fabric disinfectant after each use in accordance with the Govt COVID-19: cleaning in non-healthcare settings outside the home guidance.</p>		

Sanitation/waste	We will dispose of routine waste as normal, placing any used cloths or wipes in waste bins. Bins will be cleaned at the end of each session.		
Toilets	Cleaning will take place in line with our staff cleaning schedule. Hand washing facilities are available in the toilets for the children and staff including running water, liquid soap and paper towels.	Extra posters promoting good hand hygiene will be placed in the toilets.	
Kitchen	<p>We have in place stringent hygiene practices, in addition, anyone handling food should wash their hands often with soap and water for at least 20 seconds before and after handling food.</p> <p>Staff should follow good hygiene practice by washing hands after handling any outer food packaging.</p> <p>We will follow our usual food hygiene practices when handling and eating raw fruit, leafy salads and vegetables. This includes washing fresh produce to help to remove any contamination on the surface. Peeling the outer layers or skins of certain fruits and vegetables can also help to remove surface contamination.</p> <p>Staff will clean and wipe down the area before use.</p>	<p>https://www.food.gov.uk/business-guidance/industry-guides-to-good-food-hygiene</p> <p>Guidance for food businesses on coronavirus (COVID-19)</p> <p>Extra posters promoting good hand hygiene will be placed in the kitchen</p>	
Cleaning after an individual with symptoms of, or confirmed COVID-19 has left the setting	<p>Areas where a person has passed through and spent minimal time (not visibly contaminated) will be cleaned thoroughly as normal.</p> <p>All surfaces that the symptomatic person has come into contact with will be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as bathrooms, door handles, telephones, toys and resources.</p>	<p>COVID-19: cleaning in non-healthcare settings outside the home</p> <p>This Waste should be stored safely and kept away from the children. It should not be placed in communal waste areas until negative test results are known, or</p>	

	<p>We will use disposable cloths or paper roll to clean all hard surfaces, floors, chairs, door handles and sanitary fittings.</p> <p>Waste</p> <ol style="list-style-type: none"> 1. Should be put in a plastic rubbish bag and tied when full 2. The plastic bag should then be placed in a second bin bag and tied 3. This should be put in a suitable and secure place and marked for storage until the individual's test results are known 	<p>the waste has been stored for at least 72 hours. If COVID-19 is confirmed this waste should be stored for at least 72 hours before disposal with normal waste. If during an emergency you need to remove the waste before 72 hours, it must be treated as Category B infectious waste.</p>	
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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

2. Minimising contact and mixing (Social distancing) and staffing arrangements

What is the Hazard: Risk of Covid-19 transmission through close contact with others			
<p>Control measures</p> <p>Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence</p>	<p>What is being done to control this risk now?</p>	<p>Can you do anything else to lower the risk further?</p>	<p>Who is Responsible For Implementing These</p>

of a hazard that you have identified.			Control measures?
Shielded and clinically vulnerable children and young people	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 >	To follow the medical advise obtained from parents and doctors, if necessary.	
Shielded and clinically vulnerable adults	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 > Personal risk assessments may be carried out for each staff member		
Staff who are pregnant	A risk assessment will be carried out.	Coronavirus (COVID-19): advice for pregnant employees Coronavirus infection and pregnancy	
Staff who may otherwise be at increased risk from coronavirus (COVID-19)	A risk assessment will be carried out. <i>There is evidence that black, Asian and minority ethnic (BAME) individuals may be more severely affected by COVID-19. You should be especially sensitive to the needs and worries of BAME children and young people, parents and carers, and staff. Interventions in the work setting to manage risk should be carefully and appropriately communicated.</i>		
Staff shortages due to sickness or self-isolation	Cover will be sought within the team or a familiar regular supply person will be used for cover.		
Travelling to and from the setting	We will consider how staff, parents, carers and children travel to and from our setting and discourage travel on public transport where possible. We will signpost these people to the COVID-19 safer travel guidance for	We will encourage families and staff to walk or cycle to the setting where possible.	

	<p>passengers: https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</p> <p>We will ask that children only bring in a coat, bag, water bottle and lunch box (if needed) and no other toys or items from home.</p>	Send a reminder in the newsletter if needed.	
Parent and carer, arrival and collection of children	We will use signage at entry points to remind parents/carers, that if their child has the symptoms of Covid-19 (high temperature, a persistent cough, a loss or change to your sense of smell or taste) they will not be allowed to leave them at the setting.		Set up team to check signage to the exterior of the building each morning before opening
Visits to the setting by parents and carers	Parents may visit the setting to help out during a session, look around for new starters and to come in to collect a sick child (who is not displaying signs of COVID 19).		
Children with SEND	Staff will work with the SENCO to support Children with SEND.		
Children and staff returning from abroad	Where staff or children have travelled abroad, their return travel arrangements could be disrupted due to coronavirus (COVID-19) restrictions and they may need to quarantine on their return. Guidance is available on how to quarantine when you arrive in England.		
First Aid	If giving mouth-to-mouth ventilation in Asphyxia arrest, a resuscitation face shield is available.	COVID-19: guidance for first responders	All staff

Building/ premises	<p>Areas will be kept well ventilated by keeping windows open where possible.</p> <p>Other users of the hall or visitors outside of preschool hours will be asked to clean the hall as per the Church of the Good Shepherd's risk assessment/Covid-19 policy.</p>	Windows/doors will be open to provide adequate ventilation in all rooms.	NH
Meetings	<p>We will use remote working tools to avoid in-person and face to face meetings for committee meetings.</p> <p>Where meetings cannot be undertaken remotely, participants attending meetings will maintain a 2m separation throughout. Where possible we will hold meetings outdoors or in well-ventilated rooms.</p> <p>Everyone will be discouraged from hand shaking and general personal greetings.</p>	Committee meetings will be held remotely via Zoom. This will be reviewed each term.	NH and Committee
Visitors	We will reduce all non-essential visitors from visiting the setting, and where possible use remote conference calling instead.		
Trips and outings	When planning an outing we will follow the COVID-19 control measures in place at the destination. We will ensure that good hygiene is maintained throughout the trip. A separate risk assessment for the trip will be written.		
Play activities/ curriculum	<p>Where possible we will utilise our outdoor space by planning activities outdoors more frequently.</p> <p>Hand cleaning will be promoted before and after each activity and equipment will be cleaned, disinfected or quarantined after use</p>	https://campaignresources.phe.gov.uk/schools	

Wellbeing	<p>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.</p> <p>MIND Coronavirus and your wellbeing</p> <p>Guidance for the public on the mental health and wellbeing aspects of coronavirus (COVID-19)</p> <p>Young minds child's mental health during the coronavirus (COVID-19) pandemic</p> <p>Activities to promote health and wellbeing will be planned for and carried out regularly at preschool</p>	Staff will be trained at the start of the year on children's mental health and wellbeing in order to promote this further throughout the year.	

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

3. Individuals who are unwell/avoiding contact with anyone with symptoms

What is the Hazard: Transmission of Covid-19 by contact with an individual who is unwell			
Control measures <small>Control measures are actions and/or activities that are taken to prevent, eliminate or reduce the occurrence of a hazard that you have identified.</small>	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?
<p>Recognising the symptoms of coronavirus</p>	<p>Ensure that all staff recognise the signs of Coronavirus.</p> <p>The main symptoms of coronavirus (COVID-19) are a high temperature, a new, continuous cough and a loss or change to your sense of smell or taste.</p> <p>Children, staff and other adults must not come into the setting if:</p> <ul style="list-style-type: none"> • they have one or more coronavirus (COVID-19) symptoms • a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms or have tested positive • they are legally required to quarantine, having recently visited countries outside the Common Travel Area • they have had a positive test • they have been in close contact with someone who tests positive for coronavirus (COVID-19) <p>They must not attend with immediate effect and until they receive two negative LFT results on two consecutive days after day 5 of contracting Covid.</p> <ul style="list-style-type: none"> • the start of their symptoms • the test date, if they did not have any symptoms but had a positive test (whether this was a lateral flow device (LFD) or polymerase chain reaction (PCR) test) 	<p>https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/</p> <p>Staff to be made aware of covid-19 through training and meetings. Poster displayed in staff room and kitchen to show symptoms.</p> <p>Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak - GOV.UK (www.gov.uk)</p>	
<p>Protective personal equipment (PPE)</p>	<p>PPE should be worn by staff caring for a child who becomes unwell and while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).</p> <p>Reference to PPE in the following situations means:</p> <ul style="list-style-type: none"> - fluid-resistant surgical face masks (also known as Type IIR) 	<p>We will ensure that we have adequate staff ratios should a staff member become ill during the session. The staff member will be sent home immediately and adequate cleaning will be maintained.</p>	

	<ul style="list-style-type: none"> - disposable gloves - disposable plastic aprons - eye protection (for example a face visor or goggles) <p>Wash hands with soap and water for 20 seconds after all PPE has been removed and disposed of safely.</p> <p>COVID-19: personal protective equipment use for non-aerosol generating procedures</p> <p>We will follow the correct instructions for putting on and taking off and disposing of Personal Protective Equipment (PPE). Staff will be trained in the putting on and taking off of PPE.</p>	<p>Staff will be trained at the start of the year in how to put on, take off and dispose of PPE.</p>	
<p>An adult / child develops symptoms of coronavirus whilst on the premises</p>	<p>The main symptoms are:</p> <ul style="list-style-type: none"> • a high temperature • a new continuous cough • a loss or change to their sense of smell or taste <p>If anyone within our setting develops a new and continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), we will:</p> <ul style="list-style-type: none"> • send them home <p>Ask that they test and remain at home until they have two consecutive negative LFT tests after day five.</p> <p>If a child is awaiting collection, they should be moved, if possible, to the Mat room where they can be isolated with appropriate adult supervision. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, we will move them to an area which is at least 2 metres away from other people.</p> <p>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</p>	<p>All staff to be made aware of the procedure should they become unwell.</p> <p>Parent emergency contact details will be checked regularly to ensure they can be contacted during the preschool day.</p>	

	<p>cleaned and disinfected using standard cleaning products before being used by anyone else.</p>		
<p>Attendance</p>	<p>Where a vulnerable child is absent due to Covid, we have put systems in place to keep in contact with them.</p> <p>When a vulnerable child is absent, the DSL will notify the child's social worker and agree with the social worker the best way to maintain contact and offer support.</p> <p>If the setting closes we will notify the local authority (and social worker, where relevant) that we are closed and that there are vulnerable children who need alternative provision.</p> <p>In the case of vulnerable children, the closed setting should notify the local authority (and social worker, where relevant) that there are vulnerable children who need alternative provision.</p>		
<p>When an individual has had close contact with someone with coronavirus (COVID-19) symptoms</p>	<p>Anyone who has made contact with someone who is unwell must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser. The area around the person with symptoms must be cleaned after they have left, to reduce the risk of passing the infection on to other people – please refer to the cleaning section within this risk assessment.</p> <p>Any member of staff who has provided close contact care to someone with symptoms, regardless of whether they are wearing PPE, and all other members of staff or children who have been in close contact with that person, do not need to go home to self-isolate unless:</p> <ul style="list-style-type: none"> • the symptomatic person subsequently tests positive • they develop symptoms themselves (in which case, they should self-isolate immediately and arrange to have a test) • they are requested to do so by NHS Test and Trace or the Public Health England (PHE) advice service (or PHE local health protection team if escalated), which is a legal obligation • they have tested positive with an LFD test 		

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

What is the Hazard: Risk of transmission by not engaging with vaccination

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?
Vaccination	In line with the control measures within this risk assessment, the vaccine provides a greater level of personal safety against serious illness. Because of this, we encourage our employees to take up the opportunity to have the vaccine when it is offered to them. Please refer to our vaccination policy and procedure for further details on how we as a setting will support staff in getting the COVID-19 vaccine once it's offered to them.		

Further comments:

Safeguarding and welfare: Where children do not attend the provision as expected, as with normal practice, we will follow up the absence with the parent or carer and where appropriate we will explore reasons for the absence. Staff will identify and support any vulnerable children, parents and carers and signpost them to the appropriate local services in Bristol. We will ensure that where our Designated safeguarding Lead or Deputy is not on site they can still be contactable in order to provide support. Where there is a concern that a child is in need or suffering or likely to suffer from

harm we will follow the procedure in our child protection policy and consider any referral to First response (and the police) as appropriate. We will contact the LA if we close and work in partnership to support vulnerable children.

Supporting children's mental health and wellbeing: We will be alert to any increased welfare and safeguarding concerns in light of the pandemic, particularly for vulnerable groups. And we will support those children and families who need support for example emotional and mental health concerns, bereavement and help support children transition into the setting after a period of absence.

Contingency planning: If our operating circumstances change (i.e. we close), we will inform Ofsted by sending them an email to enquiries@ofsted.gov.uk with 'Change in operating hours' in the subject field.

Risk assessment method of circulation: (How will staff/parent's and carers/the Local Authority/Ofsted and other visitors access and read this risk assessment)

Risk assessment method of circulation

Staff: email

Parents and carers: email and website

LA/Ofsted: website

Other:

Risk assessment completed by

Name: Niki Hawke

Role: Preschool Leader

Signature: Niki Hawke 26/2/22