

COVID-19 Risk assessment

Activity assessed: ALL Assessment date: 19/07/2021 Assessment reference: Childrens House

Name of assessor: Stacey Orman Review date: 01 September 2021

Ref. No.	Hazard	Persons at Risk and How They Might be Harmed	Controls Currently in Place	Current Risk Level				Further Controls Recommended	Action by Whom	Action by Date	Completed Date
				L	S	R	Risk Rating				
1	Social Distancing	Children, Staff & Parents may need to come into close contact	None	4	3	1 2	Medium	Parents not allowed inside nursery	All Staff	Ongoing	
								Separate queue set up for each side of nursery	MC	1 June	1 June
2	Drop off/collection	Children, Staff & Parents will need to interact. Children may need comforting.	None	4	3	1 2	Medium	Separate queue set up for each side of nursery	MC	1 June	1 June
								Member of staff will take child's temperature then accompany inside	All Staff	Ongoing	
3	Isolation periods	Staff and children may come into contact with children who	Standard government recommended isolation for the entire household where anybody displays symptoms or tests positive.	3	3	9	Low				

		should be isolating	Parents should to inform nursery of anybody displaying symptoms or testing positive in the household								
4	Sickness/illness (staff & children)	Staff and children may come into contact with children displaying symptoms	Staff member to isolate in quiet room with child	4	3	1 2	Medium	PPE to be used in this situation	All Staff	Ongoing	
			Child's parent/carer to be contacted urgently to pick up child.								
5	Emergency contact details/procedures	Staff may not be able to contact emergency contacts if information is wrong	List of Staff emergency contacts	2	1	2	Very Low	Ensure staff details are current	All Staff	Ongoing	
			List of children emergency contacts					Remind Parents to update information			MC
6	Handwashing Provision	Staff and children may contract illness if handwashing is not carried out thoroughly	Regular, observed handwashing for children	2	3	6	Low	Children and Staff to wash hands on entering nursery	All Staff	Ongoing	
			Hand sanitiser available for ad-hoc cleansing								
7	Cleaning of equipment	Staff and children may contract illness if cleaning is not carried out thoroughly	Regular daily cleaning using BS1276 cleaning materials	2	3	6	Low	Extra cleaning of surfaces when children move between rooms	All Staff	Ongoing	

8	Sharing of resources	Staff and children may contract illness if resources are not cleaned regularly	Both classes share resources regularly.	4	3	1 2	Medium	Parents to be informed that no toys will be allowed into nursery	MC	1 June	1 June
								Resources within nursery will be regularly cleaned	All Staff	Ongoing	
9	Using outdoor space and equipment	Staff and children may contract illness if outdoor equipment is not cleaned regularly	None	4	3	1 2	Medium	Clean slide regularly	All Staff	Ongoing	
10	Supply of PPE	Staff need PPE if isolating with a child displaying symptoms	PPE currently available for nappy changing	2	3	6	Low	Maintain check on levels of PPE	All Staff	Ongoing	
11	Supply of food	Staff and children may contract illness from food brought into nursery	Normal Food Hygiene Standards	2	3	6	Low				
			Children encouraged to do as much as they can by themselves					Staff opening items for children to cleanse hands afterwards	All Staff	Ongoing	
12	Transport	N/A	Transport not used				N/A				
13	COSSH	Staff & children may be harmed	Full COSSH compliance	1	4	4	Very Low				

		if unsuitable products are used								
14	RIDDOR	Staff & children may contract illness if procedures are not followed correctly	Normal RIDDOR Compliance	1	3	3	Very Low	Deep cleaning of nursery if required	All Staff	Ongoing
								Report and cases of COVID infection to Public Health	All Staff	Ongoing
15	Vulnerable adults/children	Vulnerable children need extra supervision and care	Child "A" often needs one-to-one support by staff. Child A may bring in a comforter from home to help with transition coming back to nursery.	4	3	1 2	Medium	Child A comforter will be used when required.		

Risk Assessment Information

This risk assessment is based on the 5 Steps to Risk Assessment model and uses numerical values to calculate the levels of risk. In practice this means we simply assign a value of 1-5 for the likelihood of the hazard causing harm and a value of 1-5 for the severity of the harm should it occur (1 being the lowest value, 5 being the highest). The two figures are then multiplied to achieve a risk rating score: $L \times S = R$.

For example if a worker changes a light bulb in an indoor ceiling light using a stepladder twice a year then we can rate the likelihood as '1' due to the low frequency of the activity being performed. However as injuries as a result of falls from height can be serious (even from relatively short distances) then we can rate the severity as a '4', Using the calculation we multiply $1 \times 4 = 4$. This produces a 'Very Low' Risk Level on the Risk Rating Key.

Another example would be for a worker who regularly has to change light bulbs as a part of their job, sometimes outside and in adverse weather conditions. The likelihood would increase to '5', reflecting the regularity of the action and the potentially increased chance of falling while working outside on uneven ground and in bad weather, while the severity would remain at '4'. Again using the calculation we multiply $5 \times 4 = 20$. This returns a Risk Rating of High on the Risk Rating Key.

Likelihood		Severity	
Rating	Guide words	Rating	Guide words
1	Extremely unlikely	1	No/Minor harm
2	Unlikely	2	Moderate harm
3	Likely	3	Serious harm
4	Extremely likely	4	Major harm
5	Almost certain	5	Catastrophic

Risk Rating Key:

Score	Risk Level	Description
1-4	Very Low	These risks are considered acceptable. No further action is necessary other than to ensure that the controls are maintained.
5-10	Low	No additional controls are required unless they can be implemented at very low cost (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained.
11-15	Medium	Consideration should be given as to whether the risks can be lowered, but the costs of additional risk reduction measures should be taken into account. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences.
15-20	High	Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk controls, until this has been completed. Considerable resources might have to be allocated to additional controls. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences.
20+	Very High	These risks are unacceptable. Substantial improvements in risk controls are necessary, so that the risk is reduced to an acceptable level. The work activity should be halted until risk controls are implemented that reduce the risk so that it is no longer very high. If it is not possible to reduce risk the work should remain prohibited.

Definitions:

Risk Assessment	A systematic examination of workplace risks in 5 steps: 1) Identify the hazards, 2) Identify who might be harmed and how, 3) Evaluation the hazard (by examining current controls and recommending further controls), 4) Recording the assessment and 5) Reviewing the assessment.
Hazard	Something with the potential to cause harm e.g. tools, machinery, work equipment, substances, workstation, unsafe system of work etc.
Harm	The damage that a hazard may cause e.g. physiological effects (physical injury, ill health) and psychological factors (e.g. stress), loss of time/efficiency and damage to the premises/equipment.
Likelihood	The chance that a hazard realises its potential to cause harm.
Severity	Extent of injury, damage etc.
Risk	The probability of a hazard actually causing harm.
Controls	Measures introduced or installed to reduce to a minimum the possibility of harm to persons, plant and property.