

## COVID-19 Additional Risk Assessment Record

<b>ROOM / AREA ASSESSED:</b>		
<b>Date of assessment:</b>	<b>Assessor:</b>	<b>Ref no:</b>

Hazard (inc. who may be harmed)	Existing controls	Hazard 1-2-3 *	How likely 1-2-3*	Risk (hazard x likely)	Additional controls	Date actioned	Date complete	Review & signed
Grouping of children - consider room size, ratios, access to facilities, individual needs of children (e.g. SEND)	<ul style="list-style-type: none"> <li>• Use key groups - assess individual needs</li> <li>• Split across a wider area</li> <li>• Increase outdoor learning</li> <li>• Cap numbers / rota children for fewer sessions</li> <li>• Limit flexibility to encourage the same children in each session</li> </ul>							
Infection prevention and control: children	<ul style="list-style-type: none"> <li>• Access to hand washing facilities - outdoor/mobile units</li> <li>• PPE in line with published guidance</li> <li>• Messages about how to manage contact with each other</li> </ul>							
Infection prevention and control: staff	<ul style="list-style-type: none"> <li>• Access to hand washing facilities</li> <li>• Outdoor/mobile units</li> <li>• PPE in line with published guidance</li> <li>• Social distancing</li> <li>• Rota staff on whole days to encourage the same staff in each 'bubble'</li> <li>• Messages on comforting when necessary for children's wellbeing but not as a general approach</li> <li>• Social distancing and hygiene or 'adult spaces'</li> </ul>							

Infection prevention and control: site	<ul style="list-style-type: none"> <li>• Handwashing on entry to site by all</li> <li>• Cleaning routines for the site - additional staff member to manage</li> <li>• Removal of 'hard to clear' equipment and toys - risks around storage of this</li> <li>• New resources</li> <li>• Shared use by other people</li> <li>• Flow around the site - corridors, access/exit to outside spaces</li> </ul>							
Drop off and collection time	<ul style="list-style-type: none"> <li>• Stagger drop off and collections times</li> <li>• Introduce handover protocol - reduce face to face time with families</li> </ul>							
Lunch and snack times	<ul style="list-style-type: none"> <li>• Stagger times when children eat to reduce the number gathering at any one time</li> <li>• Limit use of free flow snack bar</li> <li>• Packed lunches only to reduce shared use of food</li> </ul>							
Signs and symptoms present in staff/child	<ul style="list-style-type: none"> <li>• Protocol to isolate and send home</li> <li>• Protocol to inform parents and manage risk in line with published advice</li> </ul>							

\* Rating: High = 3; Medium = 2; Low = 1

**Signed - Setting Manager:**

**Date:**

**Formal review date:**

**To be reviewed by:**