



## Coronavirus Risk Assessment when Coronavirus is suspected or confirmed

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| <b>Holly Hill Children Nursery</b><br><b>Early Years Foundation Stage</b> | <b>Implementation date: 07/10/20</b><br><b>Version 3</b>       | <b>Assessed by:</b> J Allport, J Smith<br>K Swales, I Carr, J Hurst |
| <b>Task/Activity:</b> COVID-19 is suspected or confirmed in the nursery   | <b>Review date - In line with</b><br><b>Government updates</b> | <b>Signature:</b>                                                   |

### We must keep on protecting each other.

**HANDS**

**FACE**

**SPACE**

STAY ALERT • CONTROL THE VIRUS • SAVE LIVES

The most up to date guidance and recommended risk control measures must be sourced directly from the GOV.UK website and used in conjunction with this risk assessment.

### Someone becomes unwell at the childcare setting

| Task | Hazard / environmental aspect description | Who is at risk from the hazard | Controls in place | Severity (1-5) | Likelihood (1-5) | Risk/ Priority | Additional controls required |
|------|-------------------------------------------|--------------------------------|-------------------|----------------|------------------|----------------|------------------------------|
|------|-------------------------------------------|--------------------------------|-------------------|----------------|------------------|----------------|------------------------------|



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| <p><b>Someone becomes unwell at the childcare setting</b></p> | <p>A new, continuous cough.<br/><br/>High temperature - <i>(you feel hot to the touch on chest or back - you do not need to measure your temperature).</i><br/><br/>Loss of, or change in, their normal sense of taste or smell (anosmia).</p> | <p>Employees<br/>Children<br/>Contractors<br/>Visitors<br/>Students</p> | <p>a) If anyone in the nursery becomes unwell with symptoms of coronavirus they must be sent directly home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance.<br/>b) They must book a test immediately and let a member of the Manager/Deputy know immediately when they get the result of that test. (The nursery will not be able to give clinical advice to the infected person, they should go online and use the <a href="http://www.gov.uk">www.gov.uk</a> website for further information and guidance)<br/>c) All hard surfaces and touch points in the room the person has left must be disinfected immediately.</p> | <p>5</p> | <p>2</p> | <p>10</p> |                                                                                                                 |
| <p><b>Collection of Child</b></p>                             | <p>Catching / Spreading the Virus</p>                                                                                                                                                                                                          | <p>Employees<br/>Children</p>                                           | <p>a) If a child is displaying symptoms and is awaiting collection, they must be moved to the designated isolation room. Supervising staff must wear full PPE (see below) and the window should be open).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>5</p> | <p>2</p> | <p>10</p> |                                                                                                                 |
| <p><b>Toilet, Bathroom</b></p>                                | <p>Catching / Spreading the Virus</p>                                                                                                                                                                                                          | <p>Employees<br/>Children</p>                                           | <p>a) If the child needs to go to the toilet while waiting to be collected, they must use the male staff toilet.<br/>b) All touch points en-route and the bathroom must be cleaned and disinfected using standard cleaning products straight after use.</p>                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>5</p> | <p>2</p> | <p>10</p> | <p>A box of PPE and cleaning materials will be kept in the isolation room at all times to be ready for use.</p> |



|                               |                                                              |                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |   |    |                                                                                                         |
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| <b>Staff protection</b>       | Catching / Spreading the Virus                               | Employees<br>Children             | a) Full PPE (disposable gloves, a disposable apron, eye protection and a fluid-resistant visor) must be worn by staff caring for the child while they await collection.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 5 | 2 | 10 | A box of PPE and cleaning materials will be kept in the isolation room at all times to be ready for use |
| <b>Emergency</b>              | Seriously ill or injured                                     | Employees<br>Children<br>Visitors | a) 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 5 | 2 | 10 |                                                                                                         |
| <b>After Collection</b>       | Catching / Spreading the Virus via Affecting member of Staff | Employees<br>Children             | a) When a member of staff has been supervising a child, they do not need to go home unless they develop symptoms themselves.<br>b) They must wash their hands thoroughly for 20 seconds.<br>c) They must remove the PPE and double bag and label it and wash their hands again.<br>d) The isolation area must be closed immediately and as soon as possible be thoroughly cleaned using the disinfecting fogging machine and deep cleaning.<br>e) The person responsible for cleaning the area should wear appropriate PPE and dispose of it afterwards by double bagging and labeling.<br>f) See the COVID-19: cleaning of non-healthcare settings guidance. | 5 | 2 | 10 |                                                                                                         |
| <b>Cleaning &amp; Hygiene</b> | Catching / Spreading the Virus                               | Employees                         | a) The evening of the day of the report of symptoms in the nursery the areas affected will be disinfected by fogging followed by hard surface and touch point cleaning.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 5 | 2 | 10 | The fogging machine is held centrally by YMCA, Call 0191 2765327 to request the fogging takes place.    |



|                                                                         |                                       |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |          |           |  |
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| <p><b>Disposal of waste that may be contaminated by coronavirus</b></p> | <p>Catching / Spreading the Virus</p> | <p>Employees</p> | <p>a) All waste that has been in contact with the infected person, including used tissues, and masks if used, must be put in a plastic rubbish bag and tied when full.</p> <p>b) The plastic bag should then be placed in a second bin bag and tied. It must be put in a safe place and marked for storage until the result is available.</p> <p>c) If the individual tests negative or 72 hours has passed, this can be put in the normal waste.</p> <p>d) Should the person test positive, the current government guidelines will provide instructions about what to do with the waste.</p> <p>e) Waste from possible cases and cleaning of areas where possible cases have been, should be double bagged, swan necked and taped, and put into the boiler room marked for storage, labeled with date, time and name of cohort until:</p> <ul style="list-style-type: none"> <li>a. the individual tests negative; waste can then be put in with the normal waste</li> <li>b. the individual tests positive or results not known; then store it for at least 72 hours and then put in with the normal waste</li> </ul> | <p>5</p> | <p>2</p> | <p>10</p> |  |
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**Confirmed case of coronavirus in the childcare setting**



| Task                                                         | Hazard / environmental aspect description | Who is at risk from the hazard                              | Controls in place                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Severity (1-5) | Likelihood (1-5) | Risk/ Priority | Additional controls required |
|--------------------------------------------------------------|-------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------|----------------|------------------------------|
| <b>There is a confirmed case of coronavirus in a setting</b> |                                           | Employees<br>Children<br>Contractors<br>Visitors<br>Student | a) If a positive coronavirus test is reported to the nursery the Senior Management Team will seek advice on the next steps from the North East Public Health team.<br>b) Where the employee or child tests positive, the rest of their bubble will be sent home and advised to self-isolate for 14 days.<br>c) The other household members of that bubble do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.<br>d) Any employee or child who has had a positive test will have to provide a negative test result to the manager before returning to the nursery. | 5              | 2                | 10             |                              |
| <b>Testing Result Negative</b>                               | Catching / Spreading the Virus            | Employees<br>Children                                       | a) Where the employee or child tests negative, they can return to the nursery if they are well enough.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 5              | 2                | 10             |                              |
| <b>Cleaning &amp; Hygiene</b>                                | Catching / Spreading the Virus            | Employees<br>Children                                       | b) Immediately following a positive test in the nursery it will be closed to allow for deep cleaning using disinfecting fogging followed by hard surface and touch point cleaning.                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 5              | 2                | 10             |                              |



## Risk/Priority Indicator Key

| Severity (Consequence)                                                      |
|-----------------------------------------------------------------------------|
| 1. Negligible (delay only)                                                  |
| 2. Slight (minor injury/damage/interruption)                                |
| 3. Moderate (lost time injury, illness, damage, lost business)              |
| 4. High (major injury/damage, lost time business interruption, disablement) |
| 5. Very High (fatality/business closure)                                    |

| Likelihood                  |
|-----------------------------|
| 1. Improbable/very unlikely |
| 2. Unlikely                 |
| 3. Even chance/may happen   |
| 4. Likely                   |
| 5. Almost certain/imminent  |

| RISK/PRIORITY INDICATOR MATRIX |   |                        |    |    |    |    |
|--------------------------------|---|------------------------|----|----|----|----|
|                                | 5 | 5                      | 10 | 15 | 20 | 25 |
|                                | 4 | 4                      | 8  | 12 | 16 | 20 |
|                                | 3 | 3                      | 6  | 9  | 12 | 15 |
|                                | 2 | 2                      | 4  | 6  | 8  | 10 |
|                                | 1 | 1                      | 2  | 3  | 4  | 5  |
|                                |   | 1                      | 2  | 3  | 4  | 5  |
|                                |   | SEVERITY (CONSEQUENCE) |    |    |    |    |

| Summary |        | Suggested Timeframe                 |
|---------|--------|-------------------------------------|
| 12-25   | High   | As soon as possible                 |
| 6-11    | Medium | Within the next three to six months |
| 1-5     | Low    | Whenever viable to do so            |



# HOLLY HILL NURSERY

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Nurturing your child

87 Holly Hill, Gateshead, NE10 9NQ Tel: [0191 495 0003](tel:01914950003)



# HOLLY HILL NURSERY

Nurturing your child

87 Holly Hill, Gateshead, NE10 9NQ Tel: [0191 495 0003](tel:01914950003)

**I have read and understood this risk assessment.**

| <b>NAME &amp; SIGNATURE</b> | <b>DATE</b> |
|-----------------------------|-------------|
|                             |             |