BA SPORTS

RISK ASSESSMENT Covid-19	RA100

Childcare Provider: BA Sports	Establishment Risk Assessment	RA100
Staff, Children & Visitors	Date assessment completed: 12/6/20 This document is to remain under constant review due to the fast-changing nature of DfE / Government guidance in response to the challenges posed by Covid-19.	
Return to childcare risk assessment – based on the principles and guidance contained within DfE Guidance: Coronavirus (COVID-19): **covid-19 guidance for schools and other-educational settings** covid-19 implementing protective measures in education and childcare settings **covid-19 early years and childcare closures**	Manager	

Significant Hazard Section	Control measures in place
Movement of persons around the setting	
Entrance and exit to childcare setting causing people to congregate compromising social distancing.	*Stagger drop-off and collection times. Plan this and provide information to parents. Discourage parents from gathering together and implement social distancing outside the setting to minimise the adult to adult contact.*
Overcrowding in rooms & corridors	*Keep to small groups (a bubble), with no more than 15 children per small group and adhere to the EYFS ratios.* Bubble = a group or a small cohort (over 8's = 15, under 8's = 10) *Activities / tables to be spaced as far apart as possible.* *Set out activity room where possible to ensure access to outside space and their age appropriate equipment and resources, whilst preventing mixing with other bubble groups.* *Reduce movement around the setting using timetabling and appropriate selection of other learning environments. Ie Outdoors*
Increased numbers during breaks compromising social distancing.	*Staggered bubble group snack times and ensure appropriate supervision is in place. Use different locations where possible.*
Increased numbers during lunchtime compromising social distancing.	*Staggered lunchtimes in bubble groups with handwashing – tables kept apart. Or lunches delivered to bubble groups/playrooms. Ensuring everyone keeps further apart than normal. Cleaning of tables, chairs etc between uses by different bubble groups.*
Spread of virus due to increased numbers of people within the building.	*Inform parents that if their child needs to be accompanied to setting only one parent should attend*
Inadequate social distancing measures leading to spread of the virus.	*Always keep bubble groups together where possible – in same small groups. of maximum 15 children and not mixed on subsequent days. Each bubble should retain the same staff, No mixing of groups e.g. lunch, playtime. Parents can only book weekly to ensure all bubbles are consistant.*
Premises related matters	
Changes to building use being safe for pupils & staff – e.g. storage, one-way systems, floor tape.	*Review settings risk assessment , to ensure control measures remain suitable and in place. Update risk assessments to include COVID-19 and any changes that have been necessary (e.g. handwashing, one-way systems, allocation of specific areas).* *Consider how the layout will enable access to outdoor space and the equipment necessary for each bubble group. Consider how changes will impact on arrangements such as safe fire evacuation routes (see below).*
First Aid procedures – Reduced numbers of first aiders and Paediatric first aider.	*Review First Aid procedures. Rota systems in place to ensure adequate numbers of PFA trained staff. Communication of first aid arrangements cascaded to staff daily.*

Fire Procedures	*Review the fire procedures taking into consideration any changes made to the layout, and the impact this may have on fire evacuation and escape routes.* *Ensure that testing and monitoring regimes are in place for fire detection and alarm systems, fire extinguishers and that any interim arrangements (such as doors propped open where necessary to reduce hand contact), are managed so that they do not compromise fire protection (and security) measures.* *Review where required fire evacuation routes and assembly points to ensure that social distancing guidelines are being met.*
Water hygiene – management of legionella (Where appropriate)	*Review the water hygiene management plan. Ensure that agreed regimes for flushing and monitoring of temperatures have been maintained throughout any period of closure / partial opening. Where regimes have not been maintained ensure that cleaning and disinfection has taken place prior to reoccupation as per government guidance Managing school premises during the coronavirusoutbreak (and NPS guidance: Water Hygiene Management during Covid-19 Lockdown))*
Using and monitoring new practices to reduce risk of Covid-19 transmission	*Training of all staff via briefing prior to start – to include contents of this RA, alternative layouts and any changes to fire evacuation routes, use of PPE, cleaning arrangements, location of designated room for suspected cases.* *Daily morning and end of the day briefings. Managers must monitor arrangements throughout the day and make remedial actions where needed. Ensure there are opportunities for all employees to raise concerns / make suggestions. Review Setting Policies & Procedures Including Safeguarding. To include Covid-19.*
Ventilation to reduce spread	*Open windows and prop doors open, where safe to do so (bearing in mind fire safety, security and safeguarding). Where mechanical ventilation is present, recirculatory systems should be adjusted to full fresh air. If mechanical ventilation systems cannot be adjusted to full fresh air these should be switched off. Ventilation to chemical stores should remain operational*
Management of waste	*Ensure bins for tissues have lids and are emptied throughout the day.* *Follow guidance on disposal of waste (such as used fluid resistant masks) Safe-working in education childcare and childrens social care including the use of PPE*
Activities to take place outdoors in line with social distancing.	*Decide which activities can take place outdoors and refresh risk assessment for outdoor space*
Cleaning and reducing contamination	
Contaminated surfaces spreading virus.	*Remove unnecessary items from rooms and other learning environments where there is space to store it elsewhere. Regular cleaning. Restrict children from bringing unnecessary items in from home.* *Books can be wiped with anti bacterial spray or wipes. Minimise toys to make cleaning regimes easier, if toys don't wash easily or clean easily don't use them.* *Follow government cleaning guidance if a someone becomes ill with suspected COVID-19 at the setting setting Safe-working in education childcare and childrens social care including the use of PPE*

Using play equipment – multiple-use	*Appropriately cleaned between bubbles of children and only one bubble of 15 maximum at a time*
Shared resources and equipment increasing spread	*Prevent the sharing of stationery and other equipment where possible Suitable procedures in place for managing access to items of 'heavy use' such as It equipment tablets etc to reduce social distancing. Enhanced cleaning regimes. Limit use of equipment staff to sign children in and out.*
Cleaning staff and hygiene contractor's capacity - providing additional requirements	*Discuss with cleaning staff the additional cleaning requirements & allow for this. Ensure cleaning products being used are suitable and that adequate supplies of cleaning materials are available. See Safe-working in education childcare and childrens social care including the use of PPE and Covid-19 decontamination in non healthcare settings.*
Sufficient handwashing facilities for staff and children.	*Where a sink is not nearby, provide supervised access to hand sanitiser in the learning environments. Plan in regular access to facilities throughout the day. Provide additional sinks where possible.*
Additional time for staff and children to carry out handwashing	*Frequent hand cleaning as part of normal routine. Stagger regular access to handwashing facilities through the day.*
Handwashing practice with children	*Review the guidance on hand cleaning and introduce handwashing songs for children. Ensure that help is available for children and young people who have trouble cleaning their hands independently. See guidance and resources available at: e-bug Information about the Coronavirus*
Sufficient supplies of soap and cleaning products	*Discuss with suppliers and contractors to ensure sufficient supplies and deliveries. Use regular detergents and bleach. Review COSHH assessments (RA05) and implement additional controls required where there has been any change in products.*
Toilets being overcrowded	*Limit the number of children who use the toilet facilities* at one time. *Visiting the toilet one after the other if necessary. Where possible different toilets should be used by each bubble group. Toilets should be cleaned after each use.*
Staff related issues	
Inadequate training for Managers on completion of RA for covid-19, leading to anxiety and lack of the reassurance needed for staff	*Guidance, risk assessment and checklist provided to Childcare Providers support will be via you Early Years & Childcare Adviser.*
Insufficient staff capacity to deal with increased numbers of children - Shortage of staff to maintain EYFS ratios	*If there are any shortages of staff, use the DfE list to prioritise who is offered a place based on staff availability. Follow the EYFS for staff ratios. where possible and follow the Disapplication Guidance. Early Years Foundation Stage Coronavirus Disapplication*
Anxiety levels of staff and community causing breakdown in staffing ratios, compromising group sizes.	*Talk to staff about (or where not possible put in writing) the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including discussing whether training would be helpful. If appropriate, seek GP or occupational health advice*
Staff understanding of new changes – safe practice at the setting.	*Talk to & involve staff with the planning (for example, safety measures, timetable changes and staggered arrival and departure times).*

Assessment of all staff, including high risk staff with vulnerable / shielding family member, underlying health conditions or other risk factors.	*A risk assessment should be undertaken for clinically vulnerable staff, and where possible for all staff especially those who may be anxious,* Risk Assessment for Employees returing to childcare - Covid -19 *Guidance on shielding and protecting extremely vulnerable persons* Guidance on shielding and protecting extremely-vulnerable persons from covid 19 *and clinically vulnerable people* Staying alert and safe social distancing clinically vulnerable people *should also be followed when considering staffing arrangements.*
Use of PPE Lack of understanding	*Adequate training / briefing on use and safe disposal* *Current government guidance advises that educational and school settings should not wear face masks. Gloves will be worn for administering First Aid.*
Dealing with suspected and confirmed cases / cases	*Follow government guidance on what happens if someone becomes ill and what happens if there is a confirmed case of coronavirus in a setting* covid-19 implementing protective measures in education and childcare settings *Ensure accurate records of staff and pupils are maintained to enable public health contact tracking and test regimes.*
Child related issues	
Vulnerable groups who are clinically, extremely vulnerable.	*Parents should follow medical advice if their child is in this category:* Guidance on shielding and protecting extremely vulnerable persons from covid 19 guidance on protecting people most-likely to get-unwell from coronavirus,shielding young peoples *or if someone within their household is in this category* Guidance on shielding and protecting extremely-vulnerable persons from covid 19
Children with EHCP	*Complete risk assessment before attendance, for advice on Inclusion contact your Babcock Early Years Consultant for childminders please contact your Early Years Advisor.*
Children unable to follow guidance	*Ensure that the same staff are assigned to bubble group. some children will need additional support to follow these measures.*
Specific issues for EY stage children understanding social distancing	*Further EYFS stage guidance to be issued*
Member of a bubble group becoming unwell with COVID-19	*If a child is awaiting collection, they will be moved to an area where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision. 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. Allocate a suitable room for this purpose and communicate intentions to staff.*
Transport	
Travel to setting and provision of safe transport:	*Consider transport arrangements and where possible encourage parents and children to walk or cycle to the setting where possible.*
Communications with parents and others	

Parents, contractors and other staff entering or working in the setting.	*Tell parents, carers or any visitors, such as suppliers, not to enter the childcare setting if they are displaying any symptoms of coronavirus. Inform all visitors, suppliers, and contractors that only pre-arranged calls will be allowed on site.* Publish a site telephone number in case of immediate access is required.
Communications to parents and staff	*Regular communications, update emergency contact details for all children.*
Parent aggression due to anxiety and stress.	*Tell parents their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact (for example, which entrance to use) to reduce anxiety.*

Signed: Manager / Owner   Sarah Agar   Date 12/6/20