

Ofsted Registration Number: EY431739

**COVID19:**

**Pre-School Re-opening Monday 1st June 2020:**

**RISK ASSESSMENT & IMPLEMENTAION PLAN:**

**Safe practice for children, parents and staff:**

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| **Drop off & Collection of children:** | **To enhance safety and allow for distancing, parents will be asked to follow the chalk markings on the ground and bring their children to the middle doors, between the hall and church, where a member of staff will take them in small groups of 3 to 4 children straight to the toilets to wash their hands. (we have 3 separate toilet facilities) Please leave spaces between cars. The same will apply when collecting them. As we are initially capping the number of children to 16 per session in line with the latest government guidelines (when we usually have up to 40 children per session) we will be preventing large groups of children from gathering together in the same place. We are fortunate to have a large car park with lots of space and this will be an effective way of bringing the children into pre-school and leaving whilst adhering to safe distancing for children, parents and staff. This is in line with government recommendations and will be assessed daily and updated as and when necessary.** |
| **Hall:****Cleaning:****Changes in numbers of children, layout and set up of hall.** | **During lockdown the hall, kitchen and toilets have all been redecorated and the floors re-varnished.****Staff will return on Friday 29th May to deep clean the kitchen, toilets and windows.****Alongside our daily risk assessment these additional procedures will be put in place:****All toys, resources, chairs, tables, socket covers, doors (especially handles) windows, floors will be washed and sanitised after each morning and afternoon session and regularly throughout the day.****As already stated, we will Initially be capping the number of children per session to 16, which we have just received clarification from the government. (24/05/20) Having a much smaller group of children with allocated staff members will ensure that their health and safety is our top priority.** **We will have four groups each represented by the colours red, green, yellow and blue (the colours of our tables) The same members of staff will be caring for their allocated groups and encouraging play within that group. Of course, we cannot enforce social distancing for such small children as this could be very distressing for them. However, staff will encourage children within their groups to participate in the game/activities they are engaging in.****The staff /children ratio will be greatly increased having fewer children per members of staff.** |
| **Kitchen:** | **Please see our daily risk assessment for the kitchen as we have always adhered to strict health, safety and hygiene practices. In addition, we will be giving the kitchen a deep clean on Friday 29th May in preparation for re-opening on the Monday.****As parents already know disposable gloves and aprons have always been worn by staff in the kitchen and toilets. This has never been a mandatory requirement of Ofsted but my own policy to further safeguard our children, parents and staff.****To provide additional protection only one member of staff will be in the kitchen at any one time. Strict and regular hand washing will be adhered to throughout the sessions. Anti-bacterial wipes will be readily available to use regularly, especially on door handles, tables, chairs, toys, resources Etc.** |
| **Toilets:** | **Again we adhere to a strict risk assessment before and after each session; to offer further protection, a maximum of 3 to 4 children within their own groups will be taken to the toilets with the member of staff who is on toileting duty during the session and who will be wearing aprons and gloves as they normally do.****A further checklist within the toilets where staff will record time, date and signature of cleaning and sanitising every time they take a child to the use the facilities.**  |
| **Outside Play:** | **Weather permitting, we will have lots of outside play. We will not be using the sand pits or climbing frames at this time but will have lots of water play adding ‘no more tears’ bubble bath (will check for allergies) allowing the children to wash their dolls, dinosaurs etc. The water will be changed frequently throughout the day. Could all parents please provide a change of clothing? We will use our little tikes cars, sit on trucks and trikes. As we will have a lot fewer children, they can stay on their selected choice of toy for as long as they wish instead of us using the timer which we would normally do. This would effectively reduce interactions between children without them even being aware of it.** |
| **Resources:** | **We will not be using our normal carpets, rugs, mats, soft play or soft furnishings. I have purchased 2 large, washable children’s playmats and 36****smaller, interlocking playmats which can all be washed and sanitised after each session or whenever necessary. I have also purchased 144 coloured pencils and 72 coloured crayons which again, will all be cleaned and sanitised after use.****We will carefully choose resources and activities e.g. construction toys, home corner items, which can be put into the dishwasher after morning and afternoon sessions. And other resources which can be easily cleaned/wiped with anti-bacterial wipes. Staff will have boxes with a selection of resources for their own groups, again minimising the number of children and staff touching them.**  |
| **Snack/lunch times:** | **We will continue to provide healthy snacks at morning and afternoon sessions, with milk or water to drink. The staff member on kitchen duty will ask children what they would like and place it on their plates rather than them helping themselves. Tables will be set up separately rather than joined together as we would normally have. Children will be sitting in their small groups of 3 to 4. This will also apply to toothbrushing with the tables set apart. The staff member will change gloves and aprons regularly.** **Parents are asked to bring their children’s packed lunches in disposable bags and if they have a drink, to also be in disposable packaging. They only need to bring in a drink if they wish, otherwise we can provide milk or water.** |
| **Protective equipment/****Cleaning materials etc** | **We have a large stock of disposable aprons, gloves, anti-bacterial soap, anti-bacterial wipes and hand sanitising, as these are items which I have always bought. According to government guidelines we are not required to wear face masks, which I think could be quite daunting for our young children and impersonal if all staff wore them. I understand that parents may wish to use them and their own children will be used to seeing that. We are trying to minimise the level of changes to ease the children gently back into the pre-school environment.****Staff who are walking home or staff who are not driving straight home (staff who have to collect children from school) will be changing out of their uniforms before they leave the building.****We have all the necessary cleaning materials, bleach, disinfectant, disposable cloths and sponges to ensure regular and thorough cleaning and doing everything we possibly can to maintain a healthy, clean and safe environment for all who enter our pre-school.** **As the church is still closed and the hall is not being hired out in the evenings, we will have sole use of the premises at the present time.****Fewer people using the facilities will help to maintain a high standard of cleanliness and hygiene.** |
| **Covid 19 & General Illnesses** | **Please do not bring your child into pre-school if they have a temperature, sickness, diarrhoea or cough.****If your child is taken ill at the pre-school we will contact you immediately. They will be isolated with a member of staff caring for them. Until parents arrive. Please ensure that we have up-to-date contact numbers.****If any member of staff becomes ill or shows any symptoms, they will be isolated in another room and sent home. They will be eligible for testing. If results are negative they can return to work, however if they test positive they will have to self-isolate for 14 days. Parents will be informed immediately and further guidance given.** |
| **Staff Qualifications** | **As well as academic qualifications in childcare and Education, all staff hold a current Paediatric First Aid certificate, a Level 2 Food & Hygiene Certificate, Health & Safety Certificate. Two members of staff are trained Designated Leads in Safeguarding and Child Protection. One member of staff is a trained SENCO. There will always be members of staff on duty who hold these qualifications.** |

**This is not an exhaustive list and will be continually assessed before, during and after each session and updated as and when necessary.**

**Whilst implementing the above plan and risk assessment, our main focus is to ensure that the pre-school environment is safe, welcoming, stimulating and fun for**

**our young children and we want them to see the changes as exciting and adventurous.**