



OUR LADY OF GRACE CATHOLIC ACADEMY

COVID RISK ASSESSMENT



EMPLOYER	Our Lady of Grace Catholic Academy Trust
LOCATION	Heaven Sent Day Nursery
ACTIVITY	COVID related First Aid
DATE	March 2021
COMPLETED BY	Natasha Scott/Hariet Kempster/Marie Wade
SIGNATURE	
ROLE	Head Teacher/SBM/Health & Safety Lead/HSDN Manager

Likelihood

5	M	M	H	H	H
4	M	M	M	H	H
3	L	M	M	M	H
2	L	L	M	M	M
1	L	L	L	M	M
0	1	2	3	4	5

Severity

Long term controls for generic risk assessments

Risk assessments reviewed annually by all staff
All staff to sign/email to acknowledge that they have read risk assessments
Risk assessments overview included as part of staff induction
Staff to report any health and safety issues to the office
Staff to highlight new equipment/activities that require assessment
Individual risk assessments reviewed following accident/incident
All accidents to be reported and accident forms completed
2 qualified First Aiders
3 qualified Paediatric First Aiders

Key to Matrix

Severity	Likelihood of harm
1. Negligible	1. Very low/improbable
2. Minor Injury	2. Low/possible/remote
3. Major Injury	3. Medium/occasional
4. Single Death	4. High/frequent/probable
5. Multiple Death	5. Very high/certainty

GENERIC RISK ASSESSMENT – COVID RELATED FIRST AID

Hazard Description	Persons Affected/ Who is at risk	Risk Consequence (resulting harm)	Risk Rating Severity x Likelihood	Control Measures	Reduced risk rating Severity x Likelihood	Risk Rating L,M,H
<p>1. Exposure to COVID 19</p>	<p>Colleagues, Children, Visitors</p>	<p>Infection/respiratory issues/death</p>	<p>5 x 4 = 20</p>	<p>Minimise contact with individuals who have coronavirus symptoms (or have someone in their household who does)</p> <p>Staff instructed on what to do if they or someone in their household experiences symptoms</p> <p>Staff instructed on what to do if a child show symptoms at school:</p> <ul style="list-style-type: none"> • Isolate child in spare Year 1 class • Ensure use of appropriate PPE • Contact parent/carer to collect child <p>Any staff / child displaying symptoms of coronavirus in school to be sent home</p> <p>Parents/children and other potential visitors informed that they must not enter the school if they are displaying any symptoms.</p> <p>Staff/children encouraged to get tested if they display symptoms of coronavirus.</p> <p>If someone who has attended school has tested positive for coronavirus (COVID-19) we must take swift action and contact Public Health England NHS Business Services via the DfE Coronavirus helpline (0800 046 8687 and selecting option 1). [This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.]</p> <p>The team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-</p>	<p>4 x 2= 8</p>	<p align="center">M</p>

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				isolate. The team will guide the school through the actions they need to take. Based on the advice from the team, people who have been in close contact with the person who has tested positive must go home, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious. Close contact means: <ul style="list-style-type: none"> • direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin) • proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual • travelling in a small vehicle, like a car, with an infected person 		
2. Spread of COVID 19	Colleagues, Children, Visitors	Infection/respiratory issues/death	5 x 4 = 20	Hygiene measures in place including: <ul style="list-style-type: none"> • Staff will be encouraged to use education resources such as e-bug and PHE school's resources to educate the children about good hygiene during this pandemic. • Children will sanitize their hands upon entry to the setting. All those entering the setting are required to sanitise their hands • Hand washing sinks are located within each toilet provision. 	4 x 2 = 8	M

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				<ul style="list-style-type: none"> • Signage is located adjacent to each sink reminding occupants to wash their hands and how to do it effectively; • Children and staff have been shown how to wash hands properly following the 20 second rule and this will be explicitly taught again; • Hand washing is recommended frequently and required at the following times: <ul style="list-style-type: none"> • Entry and exit from the setting • After using the toilet • Before and after eating • After using a tissue • After sneezing <p>Unnecessary touching of the face is discouraged; if children do then they are advised to wash their hands.</p> <p>Staff will remind children to use tissues and bin them once used. If tissues are not readily available exactly when needed occupants are reminded to cough or sneeze into their arm;</p> <p>Promotion good respiratory hygiene ('catch it, bin it, kill it' approach)</p> <p>Briefings for staff on expectations with regard to hygiene measures at school (for staff and children on site), including washing hands on arrival, before/after eating and after sneezing/coughing</p> <p>Regular reminders about hand washing and social distancing (e.g. posters in prominent positions)</p> <p>All staff to wear face masks unless exempt when social distancing is not possible ensuring that the mask goes up to the bridge of your nose and all the</p>		

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				way down under your chin.		
3. Treating a sick child	Colleagues, Children, Visitors	Infection/respiratory issues/death	5 x 4 = 20	<p>Staff to alert a First Aider if a child exhibits any COVID symptoms</p> <p>A First Aider will take the child to the spare Year 1 class and wait with them until parents have collected them</p> <p>The door should be closed and the windows open for good ventilation.</p> <p>The toilet in the class room should be used if required, then cleaned thoroughly after the child has left.</p> <p>A supply of PPE for use as necessary will be available to the First Aider</p>	4 x 2 =8	M
4. Cleaning after a sick child	Cleaning staff, Colleagues, Children, Visitors	Infection/respiratory issues/death	3 x 3 = 9	<p>Clean hard surfaces with paper towels use a combined detergent/disinfectant effective against enveloped viruses</p> <p>Wash any possibly contaminated fabric items, like curtains and beddings, in a washing machine. Clean and disinfect anything used for transporting these items with standard cleaning products</p> <p>Laundry any possibly contaminated items on the hottest temperature the fabric will tolerate.</p> <p>If items can't be cleaned using detergents or laundering (e.g. upholstered furniture), use steam cleaning.</p> <p>Dispose of any items that are heavily soiled or contaminated with body fluids.</p> <p>Appropriate PPE to be used for cleaning any area where a person with possible or confirmed</p>	3 x 1 = 3	L

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				coronavirus has spent time		

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5. Waste disposal	Cleaning staff, Colleagues, Children, Visitors	Infection/respiratory issues/death	3 x 3 = 9	<p>Potential hazardous waste, such as vomit & bodily fluids, must be disposed of correctly & contaminated surfaces properly disinfected.</p> <p>Place bagged waste in a suitable and secure place and mark them for storage. Wait until the person's coronavirus test results are known before taking waste out of storage</p> <p>If the individual tests negative, put the bags in with the normal waste</p> <p>If the individual tests positive store waste in a secure area for at least 72 hours before putting in with the normal waste.</p>	3 x 1 = 3	L

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This document should be reviewed in line with the following school policies/risk assessments	
Health and Safety	Safeguarding, Early Help and Child Protection
Staff Handbook	Staff Code of Conduct including confidentiality
COVID cleaning	
COVID School routine	