

Risk Assessment for: Minimising Risk for children in Wraparound Care – September 2020

Assessment Completed by: Judith Hodges
(on behalf of SLT)

Date: 03.09.2020

Signed: J. A. Hodges

Counter-signed:

Activity	What are the Potential Hazards?	Who might be harmed and how?	Estimated Risk Level			What are we doing already?	What further action is necessary?	Action by whom and Date
			H	M	L			
Children allocated to bubbles within year group. Staff children to be in separate bubble if necessary.	Lack of distancing between bubbles through children mixing	Children Adult in bubbles			x	<ul style="list-style-type: none"> Children in Year group bubbles. Hall has windows which open safely Timings of bubbles moving enables distancing to be maintained. Children must be booked in to attend. Children attend every day they are at school. 	<ul style="list-style-type: none"> Distance between bubbles must be maintained whilst children in hall. 	
Entry to school in the morning - Breakfast Club	Minimising contact with staff / children/ parents from other bubbles	Children Adult in hall			x	<ul style="list-style-type: none"> Children to arrive at school at 8.00 a.m (through KS2 playground gate) Met by adult with list of children from school showing children which way to enter building (via reception) Member of staff keeping register of children as they enter building. Children to maintain distancing when walking into school Children to use hand sanitizer or entry to school unless parent has informed us of an allergy. All property to be kept with children in bubble area. 	<ul style="list-style-type: none"> Staff to oversee children entering through gate and maintaining distance. Register to be kept daily and retained for test and trace purposes. 	
Set up & organisation of hall.	Minimising spread of virus	Children Adult in bubbles				<ul style="list-style-type: none"> Children to sit in bubbles at tables facing forward. Staff to have 'cleaning' materials set up away from bubble areas. Hygiene rules & expectations to be clearly displayed in each area First-aid equipment to be available in hall. Equipment used to be cleaned after each session. 	<ul style="list-style-type: none"> First aid kit to be maintained. School staff to avoid walking through hall where possible 	
Exit from breakfast club.	Minimising contact with staff/ children from other bubbles. Minimise spread of virus	Children/staff				<ul style="list-style-type: none"> Bubbles to be escorted to year groups by adult working within breakfast club or member of same year group as bubble. 		
Entry to After school club.	Minimising contact with staff / children/ parents from other bubbles	Children Adults				<ul style="list-style-type: none"> Staff from appropriate year group to bring children to hall Ensure distance is maintained from other year groups. Member of staff keeping register of children as they enter building. Children to maintain distancing when walking through school into hall 		

Set up & organisation of hall.	Minimising spread of virus	Children Adults				<ul style="list-style-type: none"> Children to sit in bubbles at tables facing forward. Staff to have 'cleaning' materials set up away from bubble areas. Hygiene rules & expectations to be clearly displayed in each area First-aid equipment to be available in hall. Equipment used to be cleaned after each session. 	<ul style="list-style-type: none"> First aid kit to be maintained. School staff to avoid walking through hall where possible 	
Exit from After School Club	Minimising spread of virus	Children Adults				<ul style="list-style-type: none"> One member of staff to wait at gate to radio down for children. Other members of staff escorting children to gate and maintaining distancing. 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Staff aware of medical & social needs of children in bubble Medication for children in bubble readily available 1st aid kits available within each hall for minor accidents 	<p>Staff need to be aware of any potential medical & social issues for children in the bubble to ensure safety & well-being</p> <p>Need to maintain distancing of bubbles at all times may mean 1st aid will need to be administered</p>	Children			x	<ul style="list-style-type: none"> Children with known medical issues to be known by all adults working with bubble. Wraparound staff to check medical list to check potential issues. 1st aid kits needed for hall to record & report accidents according to school policy 	<ul style="list-style-type: none"> In cases of potentially serious accidents, procedures identified in school policies are to be followed. 	
Managing hygiene in the hall	Children are not aware of & do not follow routines for managing hygiene	Children Adults in hall				<ul style="list-style-type: none"> lidded bin is used for disposal of used tissues, used hand towels & other medical waste (no other bin to be used); expectations introduced & enforced with children posters clearly displayed children to be taught & then regularly reminded about rules & routines for washing hands, sneezing & coughing children & adults wash hands when entering/leaving classrooms and before eating. windows to be open when room is occupied to allow for circulation of air (fire doors must be shut when the room is empty) surfaces are regularly wiped down 	<ul style="list-style-type: none"> housekeeper to check & empty lidded bins regularly during the day 	
Going to the toilet	Ensuring social distancing is maintained between bubbles	Children Adults with bubble				<ul style="list-style-type: none"> Establish clear routines & expectations for using the toilets each bubble escorted Care suite toilets/ disabled toilet to be used for children displaying symptoms of virus in school Bubble adults to use adult toilets in KS2 entrance 	<ul style="list-style-type: none"> All bubbles to use Year 6 toilets separately taken by an adult to support distancing when moving through hall. 	
Moving around the hall	Uncontrolled movement around the hall will impact on maintaining social distance	Children Adults in hall				<ul style="list-style-type: none"> pathways around the room need to be identified to minimise risk of contact; children to remain seated in their allocated places unless being escorted by adults to toilets or placing tissues in bin, other movement to be directed by adults 	<ul style="list-style-type: none"> No sharing of resources 	

Cleaning surfaces that are regularly touched	Regular contact with 'hot spots' that are not clean could spread virus	Children Adults in bubble				<ul style="list-style-type: none"> • bubble adults identify 'hot spots' in hall (table tops, light switches, sink area, door handles) • cleaning resources provided; bubble adults to notify cleaning staff when resources need replenishing • all cleaning resources to be stored safely out of the reach of children • bubble staff ensure regular opportunities for wiping down surfaces are in daily routines 		
Using equipment & resources	Some resources need to be available to support learning; if these are not cleaned, could spread virus	Children Adults in bubble				<ul style="list-style-type: none"> • resources to be used are simple to clean • when children not in school, resources to be stored safely away from other bubbles. 	•	
Managing a child with symptoms in school	Ensuring children within bubbles are kept as safe as possible from infection	Children Adults in bubble				<ul style="list-style-type: none"> • children who demonstrate symptoms of virus are to be isolated in the medical room • staff adult to remain with the child, wearing PPE as necessary • Other staff members in hall to supervise remaining bubbles. 	• Child's parent to be informed.	
One-way system in place to ensure bubbles remain as isolated as possible	To manage isolation of bubbles to ensure	Children Adults in bubble				<ul style="list-style-type: none"> • One-way system in place around the hall • Ensure children are aware of the system & expectations are regularly revisited 		