



Risk Assessment: Wrap Around Care (from March 8th 2021)

This Risk Assessment has been written to ensure measures are put in place to adhere to the government guidance issued in response to the coronavirus pandemic.

This Risk Assessment is formed with reference to:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf

“From 8 March, you should work to resume all your before and after-school educational activities and wraparound childcare for your pupils, where this provision is necessary to support parents to work, attend education and access medical care, and is as part of pupil’s wider education and training”

It should be read alongside the main whole school risk assessment for wider school opening from March 2021

School Name:	Specific Actions	Residual risks	Lead responsible and completed date
Wool CE Primary School		<p>Low risk</p> <p>Medium risk</p> <p>High risk</p>	
Public Health advice to minimise coronavirus (covid-19) risks	<ul style="list-style-type: none"> • People who are ill must stay at home • Clear and regular communication to parents/carers of the fact that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms, or have tested positive in the last 7 days. • Anyone developing those symptoms during the school day is to be sent home and PHE contacted • If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow ‘stay at home: guidance for households with possible or confirmed 	With measures in place, residual risk remaining is low	JG (childcare supervisor)



	<p>coronavirus (COVID-19) infection’, which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19).</p> <ul style="list-style-type: none"> • Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test & Trace • Wool Primary will actively engage with NHS Test and Trace by taking increased details from all visitors and making contact with this agency where necessary. THE QR code will also be available for essential visitors to use. 		
<p>Enhanced hygiene routines and enhanced cleaning to take place throughout the school day</p> <p>Setting should prioritise cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or</p>	<ul style="list-style-type: none"> • Children attending Sunrise or Twilight Club to wash hands on entry to the setting and wash hands before moving to the next setting (classroom or home) • Children will also be asked to wash hands at intervals during the time they attend the club though the number of times will depend on length of stay • Where possible, a member of staff will supervise handwashing to ensure it is thorough but this will not always be possible. Hand sanitiser will therefore always be available • Cleaning equipment (antibacterial spray and wipes) will be available for staff to use to provide additional cleaning during the session if required 	<p>Hand washing with soap and water is more effective but logistics of Sunrise Club only having one staff member means hand sanitiser will be used at times instead</p>	<p>JG (childcare supervisor)</p>



sanitiser ensuring that all parts of the hands are covered			
Promote good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach	<ul style="list-style-type: none"> • Children are encouraged not to touch their mouth, eyes and nose • Use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') 	Measures taken help to reduce to low risk	JG (childcare supervisor)
Cleaning frequently touched surfaces more often than usual using standard products	<ul style="list-style-type: none"> • Cleaning equipment (antibacterial spray and wipes) will be available for staff to use to provide additional cleaning during the session if required 	Staff members to be vigilant in additional wiping of frequently touched surfaces	JG (childcare supervisor)
Minimising contact and mixing by altering, as much as possible, the environment (such as layout) and timetables (such as allowing for sufficient changeover time to clean the area between different classes or groups)	<ul style="list-style-type: none"> • Sunrise Club: to be run by one staff member and therefore club to take place in the hall. Children will sit in Key Stage bubbles to encourage social distancing between groups • Twilight Club: to be run by two staff members. One adult to lead each Key Stage bubble (2 x bubbles: KS1 and KS2) • Both Sunrise and Twilight Club will take place in the hall however will be moved to ICT suite if inclement weather requires the after school Sports Club to move inside • Outdoor area used for play times during Twilight Club (though fitness equipment should not be used) • Cleaning of high touch points to be carried out by staff 	<p>Measures taken help to reduce to low risk</p> <p>Ability to use outdoor areas is weather dependant</p>	<p>JG (childcare supervisor)</p> <p>SM (childcare assistant)</p>
Where possible all spaces should also be well ventilated	<ul style="list-style-type: none"> • Room to have door propped open where safe to do so (be careful with fire doors) and all windows open for good ventilation 	Measures taken reduce to low risk	JG (childcare supervisor)



<p>using natural ventilation (opening windows)</p>			
<p>To reduce the risk of transmission within a setting, providers should aim to minimise the number of different people each child comes into contact with.</p>	<ul style="list-style-type: none"> • Sunrise Club: to be run by one staff member and therefore club to take place in the hall. Children will sit in Key Stage bubbles (KS1 and KS2 separate) to encourage social distancing between groups • Twilight Club: to be run by two staff members. One adult to lead each Key Stage bubble (2 x bubbles: KS1 and KS2) • HT and Club leader to meet half termly (and more if required) to regularly review groups in order to minimise the amount of 'mixing' 	<p>Measures taken reduce to low risk</p> <p>We recognise that two Key Stage bubbles will be sharing the same space but desk and equipment arrangements will ensure social distancing takes place between the key stage bubbles</p>	<p>JG (childcare supervisor)</p>
<p>Keep up-to-date records of the children attending their settings, including the specific groups and members of staff they have been assigned to</p>	<ul style="list-style-type: none"> • Accurate records will be kept of bookings (including date and timings of sessions) • Parents/carers to witness staff member sign children in and out next to a time 	<p>Records will enable Wrap Around Care to actively engage in NHS Test and Trace</p>	<p>JG (childcare supervisor)</p>
<p>Prevent children and parents or carers waiting in large groups.</p>	<ul style="list-style-type: none"> • Visual prompts will remind parents/carers to adhere to social distancing when approaching the setting to collect/drop off their child • No parent/carer will come inside the setting as all drop offs/pick ups will take place outside • Parents/carers will be asked to leave the school site immediately following pick up/drop off • Clear drop off/collection points for parents/carers to use 	<p>HT will communicate measures taken with parents/carers and send reminders if necessary</p>	<p>JG (childcare supervisor)</p>



	<ul style="list-style-type: none"> Parents/carers to wear face masks when on the school site (ie. For pick up and drop off) 		
As the risk of transmission is considerably lower outdoors, providers who normally run sessions indoors should consider whether they are able to do so safely outside	<ul style="list-style-type: none"> Outdoor areas to be used as much as possible during Twilight Club. Front playground will be used so that staff members can respond to arrival of parents/carers to collect children Equipment will only be used if staff members adhere to cleaning measures before any other child uses that equipment 	Measures taken reduce to low risk	JG (childcare supervisor)
It is not necessary for each class or group to use a separate toilet. However, you should consider how you can limit the number of children using the toilet at any one time and, where possible, you should avoid different groups using the same facilities at the same time.	<ul style="list-style-type: none"> Main children's toilets (KS2) and EYFS toilets (KS1) and Willow Class toilets (yr 2) to be used by Sunrise Club and Twilight Club 	Measures taken reduce to low risk	JG (childcare supervisor)
When working out staff ratios you should consider how many staff you have available to work in your setting, as well as:	<ul style="list-style-type: none"> SB attends Twilight Club and is trained First Aider JG attending First Aid Paediatric training in March JG runs both Sunrise and Twilight Club and is trained First Aider (with refresher course booked for January 2021) JG runs both Sunrise and Twilight Club and is deputy DSL (Level 3 trained) 	Measures taken reduce to low risk Staff absence could lead to difficulties but there will always be qualified	JG (childcare supervisor)



	<ul style="list-style-type: none"> Cleaners will still be on the school site during Twilight Club and will clean the rooms being used last in the day 	members of staff available over the phone	
The majority of staff will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases	<ul style="list-style-type: none"> PPE equipment available if needed for intimate care or first aid We recognise that the majority of first aid with older children, a staff member can direct a child to clean and dress the wound under supervision so that PPE is not necessary 	Measures taken reduce to low risk	JG (childcare supervisor)
Maintain social distancing, where possible Where people cannot maintain social distancing, do everything practical to manage the transmission risk (including considering whether the activity needs to continue for the business to operate)	<ul style="list-style-type: none"> Social distancing will be maintained where possible using reminder phrases (e.g. "two trolleys"). Staff to maintain social distancing from children and each other. Children will be offered a reduced number of resources to play with at Sunrise and Twilight Club by giving each day a different theme (ie. Wellbeing Wednesday will be art based activities, Team Work Thursday will be active play etc). These resources will be rotated in accordance with guidelines and cleaned regularly All crockery used for breakfast club will be put on a high wash using a dishwasher to avoid potential transmission 	Measures taken reduce to low risk	JG (childcare supervisor)