



**Rocks Lane Montessori Site Risk Assessment: Special Arrangements for COVID-19**  
**Version Date: Summer 2021**

Date	System of Control Area	Identify Hazard / Topic Area	Decide who might be harmed and how	What can be done to remove or lessen the risk	Action taken	Recheck: when and how
20/4/21	1: Minimising contact with individuals who are unwell	Risk of spread of infection from unwell children or staff attending the setting.	Children and adults at the setting could spread infection through contact.	<p>Follow government guidance for households with possible Covid-19 infection on periods of isolation. Anyone displaying symptoms of new continuous cough or high temperature or who lives with someone displaying symptoms should not attend for the number of days as stated in government guidance.</p> <p>If a child develops symptoms while at the setting, they must be sent home. While awaiting collection, the child should be moved to a room where they can be isolated from other people but with adult supervision maintained. The adult should wear appropriate PPE if they cannot maintain a distance of 2m and wash their hands thoroughly afterwards.</p>	Parents and staff to be reminded of government guidance on periods of isolation for those displaying symptoms and their households, as detailed in our updated Policy.	Government advice to be followed continuously and parents guided as to whether their child can attend school.
20/4/21	1: Minimising contact with individuals who are unwell	Reducing ill health where symptoms can be confused.	Children where illness can spread rapidly, and symptoms of COVID vs non-COVID illnesses are impossible to differentiate.	We ask parent to show extra caution when it comes to ill health, and to keep illness at home as much as possible. We follow the Public Health Agency's published guidance on when a child needs to remain home as a minimum.	Parents will be encouraged to follow this Policy, and will be called if teachers feel there is a risk to other children at school.	Daily
20/4/21	2: Hand washing	Risk of spread of infection from contact with hands.	Staff and children in the classroom or using the bathroom could spread infection.	<p>Hand washing policy, including familiarity with the NHS Hand Washing Song, and help for each child to ensure effective handwashing.</p> <p>Soap and hand sanitiser readily available and well stocked. Disposable paper towels used for drying, with any cloth towels sterilized at the end of each day.</p>	<p>Staff and children will always wash their hands effectively with soap and running water for at least 20 seconds after visiting the bathroom, before and snacks, and when entering the classroom as a minimum.</p> <p>Brief all staff on hand-washing routines. Teach children about proper handwashing with songs and role-modelling.</p> <p>Teach children about good respiratory hygiene with songs and modelling behaviour.</p>	Daily

20/4/21	2: Hand washing	Risk of spread of infection during nappy changing	Staff changing nappies could spread infection.	Staff members should wear disposable gloves when changing nappies. Staff should wash hands effectively when finished.	Staff to be briefed on nappy-changing procedures.	Daily.
20/4/21	3: Respiratory hygiene	Risk of spread of infection from asymptomatic carriers	Children and adults at the setting could spread infection through person-to-person contact.	<p>Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach, and an intensive focus on hygiene as part of the school curriculum. We will encourage children will wash their hands after coming into contact with germs from blowing their nose.</p> <p>Optimise ventilation by keeping windows and doors open where possible, while also considering fire safety and safeguarding.</p>	<p>Brief all staff on hand-washing routines. Teach children about proper handwashing with songs and role-modelling.</p> <p>Teach children about good respiratory hygiene with songs and modelling behaviour.</p>	Continuous monitoring throughout the day.
20/4/21	4: Enhanced cleaning	Risk of spread of infection from contact with contaminated surfaces	Children and adults at the setting could spread infection through contact with contaminated surfaces.	<p>Reduce soft furnishings that cannot be easily cleaned, with regular washing and rotating of any materials to ensure they do not represent a risk. As a Montessori setting, we will continue to use floor and table mats on a rota basis to ensure they do not represent a virus risk.</p> <p>Clean frequently touched surfaces regularly according to a strict schedule e.g. taps, door handles, light switches, and tables before snack time using a sanitizer that is not harmful to health. We will be careful not to overuse sanitizer in front of children.</p>	<p>Check classroom equipment, reduce soft furnishings.</p> <p>Brief staff on cleaning routines.</p> <p>Ensure adequate supplies of cleaning products.</p>	Daily
20/4/21	5: Minimised contact	Welcome and Leaving times	Staff, children and parents/carers could spread infection during contact.	<p>We continue to encourage parents/carers to maintain social distancing during collection and drop-off times, and not to enter the school building.</p> <p>We will continue not to have non-essential visitors to school during hours when children are present. This includes parents who will need to remain in the outside space, or in the garden, and to work closely with the team when it comes to ensuring a happy transition experience for each child. School tours will be outside of the school while children are present.</p>	Parents/carers to be notified of new arrangements.	Daily.

				<p>We ask parents or carers to wear face coverings during drop off and pick up of their child.</p> <p>Unfortunately, if a child is upset at drop off, we will need to support them as teachers within the classroom. Our experience is that tears stop very quickly, but if a child is unsettled in a way that we worry would affect their emotional wellbeing, parents will be called straight away.</p>		
20/4/21	5: Minimised contact	Snacks and drinks	Infection could be passed by sharing food or mistaking cups and plates.	We will not share food and drinks, and so we ask for parents to bring their child i) a named water bottle and ii) a named snack each day, which could be anything from a banana to a snack box that you have prepared. We will have backups if anyone is stuck, but it will be safer for now for everyone to please bring their own food and drink to school.	Parents/carers to be notified of new arrangements.	Ongoing