



Setting	Alexandra Park Children's Learning Community	Date of Assessment	07/12/2021
Assessment Completed By	Susana Lopez Penedo		

Staying COVID Secure – Our Commitment

- ✓ We recognise the risk posed by Coronavirus (COVID-19) to our staff, children and their families. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- ✓ We will ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and children.
- ✓ We will share this Risk Assessment and its findings with employees and consult on its contents.
- ✓ We will continue to comply with all relevant Health and Safety Legislation.

Our Employees

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	Any employee or persons within their household that has coronavirus (COVID-19) symptoms , should not attend setting. They should arrange to have a test .	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Anyone experiencing symptoms will be directed to book a test immediately and forward email result to admin. Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)</p> <p>Changes to the self-isolation period for those who test positive for COVID-19</p>



				<p>This change came into effect in England on Monday 17 January and applies to all positive cases, regardless of vaccination status.</p> <p>People who are self-isolating with COVID-19 have the option to reduce their isolation period after 5 full days if they test negative with an LFD test on both day 5 and day 6 and they do not have a temperature. For example, if they test negative on the morning of day 5 and the morning of day 6, they can return to their education or childcare setting immediately on day 6.</p> <p>The first test must be taken no earlier than day 5 of the self-isolation period, and the second must be taken the following day. All test results should be reported to NHS Test and Trace.</p> <p>If the result of either test is positive, they should continue to self-isolate until they get negative results from two LFD tests on consecutive days or until they have completed 10 full days of self-isolation, whichever is earliest.</p> <p>The new rules also apply to people who are already isolating – so if someone was already isolating before Monday 17 January, they can take LFD tests on day 5 and 6 and if they are</p>
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				<p>both negative and they have no temperature they can end their isolation.</p> <p>Anyone who is unable to take LFD tests or anyone who continues to have a temperature will need to complete the full 10-day period of self-isolation.</p> <p>Further information on self-isolation for those with COVID-19 is available.</p> <p>'From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a lateral flow test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result. Daily testing of close contacts applies to all contacts who are:</p> <ul style="list-style-type: none"> • fully vaccinated adults – people who have had 2 doses of an approved vaccine • all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status • people who are not able to get vaccinated for medical reasons • people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine <p>Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts.'</p> <p>Existing public health measures remain in place including:</p> <ul style="list-style-type: none"> • staying at home if you feel unwell • get a test if you experience any COVID-19 symptoms • wear a face covering in crowded, enclosed spaces • work from home if possible • maintain social distancing and regular hand washing
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					<ul style="list-style-type: none"> • take up the offer of the free COVID-19 vaccine <p>Contacts who receive a positive PCR result, will be required to self-isolate as per guidance.</p>
02	Any employee who has tested positive for COVID 19 in the past 10 days should not attend setting unless they can provide a negative test result on day 5 and 6 and have no temperature.	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>As above.</p> <p>Staff may be entitled to a one-off payment of £500 through the NHS Test and Trace Support Payment scheme if they are legally required to stay at home and self-isolate or they are the parent or guardian of a child who has been told to self-isolate.</p>
03	Any employee who develops COVID-19 symptoms during the nursery day should be sent home as soon as possible and should arrange to have a test .	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Staff, children and families should be reminded that they should not attend nursery, even if they are feeling better, until they receive their test results.</p> <p>As above.</p>
04	An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19), as set out in the COVID-19: review of disparities in risks and outcomes report . Sample assessment template provided by Manager for Children and Education Services. CEV (Clinically Extremely Vulnerable) staff are no longer advised to shield. Government guidance encourages all eligible adults to take the vaccine when it is available to them.	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>All staff individual risk assessments should be reviewed and updated regularly and every time that there is any change in Government regulations.</p>

Our Children

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
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05	If any child or persons within their household has <u>coronavirus (COVID-19) symptoms</u> , should not attend setting. They should <u>arrange to have a test</u> .	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Any child experiencing symptoms, parent/carers will be directed to collect child, book a test immediately and forward email result to admin. https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p> <p>As well as getting a PCR test, in the setting close contacts will:</p> <p>Children and room staff will limit close contact with other people within the setting, especially in enclosed spaces – lunch hall, staff room, toilets, offices and rooms.</p> <p>Adults will wear a face covering in enclosed spaces and where they are unable to maintain social distancing.</p> <p>Limit contact with anyone who is clinically extremely vulnerable. Adults will continue to take part in twice weekly LFD testing.</p> <p>Contacts who receive a positive PCR result will be required to self-isolate as per guidance.</p>
06	Any child who has tested positive for COVID 19 in the past 10 days should not attend setting unless there is proof of a negative test result on day 5 and 6 and child has no temperature.	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p> <p>The setting will send a “Warn and Inform” letter to all the parents of children in the same room to inform them that their child might be a close contact and will be requested parents/carers to arrange to have a PCR test as soon as possible.</p>
	Any child who lives in a household where there is one or more people who have tested positive for Covid-19 must not attend the setting for 7 days to avoid the spread of the virus within the setting. However if a negative test result on day 5 and 6 are provided and child has no temperature the isolation period can be stopped.	X			<p>The setting will credit the child’s account for the days that they have not attended, after a positive test result of the person/s affected within the household have been sent to the admin email.</p> <p>We request that the child takes a PCR test before they return to the setting, and that parents/carers send the result to the admin email. We will not credit the days if the child cannot return following a positive test result.</p>



					This measure will be reviewed by 15th February.
07	Any child who develops COVID-19 symptoms during the nursery day should be sent home as soon as possible and should arrange to have a test	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Staff, children and families should be reminded that they should not attend the setting, even if they are feeling better, until they receive their test results.</p> <p>Any child experiencing symptoms, parents/carers will be directed to collect child, for a test immediately and forward email result to admin</p> <p>Staff Room designated area in case Covid-19 symptoms: In case a covid-19 case, nobody allowed except the child and adult with the symptoms. Disinfect room after child or adult has been picked up.</p> <p>Cleaning and waste disposal:</p> <p>*Any cloths and mop heads used to clean an area used by a child/staff that show Covid19 symptoms, must be disposed of and should be put into waste bags as outlined below.</p> <p>*When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used.</p> <p>*Any items that are heavily contaminated with bodily fluids and cannot be cleaned by washing should be disposed of.</p> <p>*Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air.</p> <p>*Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.</p>



					<p>*Waste from possible Covid-19 cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):</p> <ol style="list-style-type: none"> 1. Should be put in a plastic rubbish bag and tied when full. 2. The plastic bag should then be placed in a second bin bag and tied. 3. It should be put in a suitable and secure place and marked for storage until the individual's test results are known. <p>-Waste should be stored safely and kept away from children and removed asap.</p>
08	Remote/distance learning contingency arrangements for all children should be maintained in line with any local Covid-19 outbreak.	X	<input type="checkbox"/>	<input type="checkbox"/>	Tapestry will be used to connect with families of self-isolating children. The child's key person will take responsibility for those contacts and to upload activities in Tapestry under the manager's supervision. The Manager will supervise the remote learning.

Our Nursery

Asymptomatic Testing					
Ref	Control Measure	Y	No	N/A	Actions Taken
09	<p>Rapid testing using Lateral Flow Devices (LFD)s will support the return to education by helping to identify people who are asymptomatic;</p> <p>Nursery should complete 2 onsite tests, on return to nursery, before moving to regular twice weekly tests at home.</p> <ul style="list-style-type: none"> • Nursery staff should complete regular twice weekly tests at home. 	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Nursery have a Lateral Flow Device Testing risk assessment in place for their on-site test centre. It can be found in the COVID19 file.</p> <p>Nursery have a Lateral Flow Testing risk assessment in place for the provision, supply and storage for home Lateral Flow Device Tests.</p>



	<ul style="list-style-type: none"> A small on-site LFD test area should be maintained in nursery to allow for those unable to take LFD test at home on site. Nursery staff should complete twice weekly tests at home. 				
Physical / Social Distancing in the Building					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
10	Although social distancing is no longer a legal requirement for staff and children. Managers still have a legal duty to ensure the health and safety of their staff.	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>When there is an increase in local Covid-19 cases, considerations should be given to ensuring social distancing amongst staff- e.g;</p> <ul style="list-style-type: none"> Stagger the use and limit the occupancy of staff room and offices by employees and ensure staff maintain social distancing. Ensure maximum occupancy of each room is calculated to ensure staff can maintain social distancing. Car sharing should be avoided where possible <p>At Alexandra Park CLC staff keep social distancing by staying with their room team as a bubble.</p> <p>Teams have different spaces in the building to have their lunch. As much as possible staff should use the staff outdoor area outside the hall for their breaks.</p> <p>Staff must not go into the Kitchen unless it is an emergency.</p> <p>Staff should use the toilets one person at a time whenever possible, and staff must clean after every use.</p>



					<p>Staff outdoor space with chairs, a table, cleaning products and under roof for breaks at the back of the building next to the Hall with distance and precaution.</p> <p>-Blue Rider, Art Brut and Fluxus will have their breaks in the hall/staff rooms. Staff breaks will be room based so that different rooms do not coincide when taking their breaks the hall is classed as one space</p> <p>-Kindergarten will use the small office (Atelierista's) to have their breaks</p> <p>-Room assistants will take their breaks based on the room they are bubbled with</p> <p>-Any other member of staff will use the staff room. 3 people at any time</p> <p>-During the breaks please make sure the windows and doors are open.</p> <p>Staff room: disinfect it regularly and avoid gathering of more than 3 people in that room. Enter to safe/collect personal items in each small individual metal locker.</p> <p><u>Paperwork spaces will be in the designated areas in the hall/staff rooms:</u> staff will be allowed to have breaks and do paper work at the same time but only in their designated areas and in bubbles.</p> <p>We ensure that the same staff and other staff (such as floaters) are assigned to each group, as much as possible, these stay the same during the day and on subsequent days. If a staff member needs to move from one class to another class, we will track staff movements in between rooms. We</p>
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				<p>will try to avoid this happening as much as we can providing that the children safety is guaranteed. (Use COVID19 Staff Tracking form to record movement. Form to be completed daily).</p> <p>Play equipment or play areas should not be used by multiple groups simultaneously.</p> <p>Trips:</p> <p>We will risk assess each trip to the park. Save Risk assessment in Covid-19 file. Check with managers before considering going out with the children. We will follow government guidelines in making decisions on trips.</p> <p>Children's meals:</p> <p>If meals are being prepared outdoors, areas should have tables in covered areas.</p> <p>Blue Rider and Fluxus eats in their own rooms.</p> <p>Art Brut use the hall for snacks and lunch time at 11.30am and clean and disinfect after it has been used. Tea is eaten in the room at 3.30pm.</p> <p>Kindergarten uses the hall only for lunch time at 12.30pm and tea at 3.30pm and clean and disinfect after it has been used.</p> <p>Split groups where possible during mealtimes. Use outdoors if necessary.</p> <p>Sleeping: all children sleep in their own room by keeping a distance from each other's bed. Children to sleep top to tail position. (See Sleeping Policy)</p>
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					<p>Teachers will stager groups to avoid congregation of large number of children/staff in toilets when washing hands, using toilets/ potties and changing nappies.</p> <p>-To reduce contact and for rooms to remain in bubbles, Art Brut have their own changing station based in the room and MUST BE USED ALL THE TIME. Art Brut children will only go to the toilet to wash hands and will always maintain their room bubble.</p> <p>*Children's toilets should be clean and disinfect after each use. Avoid use of toilet by multiple groups simultaneously.</p> <p>Pick ups and drop offs: When parents/carers are picking up children they must wear a mask and keep 2 metres apart.</p> <p>Parents/carers and staff must use the hand sanitiser before ringing the intercom or any doors or handles.</p> <p>Children drop offs an pick ups are staggered:</p> <p>The main door will be used by all parents.</p> <p>Parents of Blue Rider, Art Brut and Fluxus, please avoid arriving between 9am and 9.15 am to allow Kindergarten children to arrive safely and to reduce the number of people queuing at the same time.</p> <p><u>Blue Rider</u>: Parents should ring the Blue Rider door bell at the main entrance to the building. Art Brut: Parents should ring the Art Brut door bell at the main entrance to the building.</p>
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				<p>Fluxus: Parents should ring the bell at the main entrance that says Fluxus.</p> <p>Kindergarten: Children to arrive between 9am and 9.15 am Kindergarten teachers will welcome parents during drop off and pick up times between 4.15pm and 4.30pm. Parents/carers follow the social distancing signs and wear masks at all times. Let the receptionist know that they are there if nobody is outside. If nobody is in reception, parents should ring the Kindergarten bell or ring the phone on 0161 226 8080 to warn staff that they are waiting for their child.</p> <p><u>Parents please be aware that upon arrival your child's temperature will be taken (if it is above 37.5 your child will not be able to attend nursery/school).</u></p> <p>Parents will update the setting on arrival, or by contacting the setting, with any changes at home or if they have been in direct contact with any positive case.</p> <p>Encourage parents/carers to allow children to walk into the building if they are able (less contact face to face with children while possible)</p> <p>Encourage parents and staff members to use hand sanitizer placed in the porch and around the building before and after passing their children to the teachers waiting inside the door.</p> <p>Parents are encouraged to stay at the door and not enter the building during dropping and collection time of the children.</p> <p>Parents should not congregate at the door and should keep 2 metres distance from each other at all times.</p>
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					<p>Only one person at a time in the main building entrance space at all times</p> <p>Parents to wait at designated lines while waiting at the entrance during dropping and collection time of children.</p> <p>Visitors: The building will only be accessible by appointment, via email or phone call first. This is to protect staff and children from adults entering that they would not normally be in contact with. Face to face meetings will take place by appointment when necessary and will be held outdoors as much as possible. Visitors must fill in a Covid19 questionnaire. Showrounds will be done from the garden.</p>
11	Staff that assist children with AGP (aerosol generating procedures) have appropriate AGP PPE. Any procedures are done in a separate, ventilated room where possible. (Refer to Covid-19 Risk Assessment if this is applicable).	<input type="checkbox"/>	<input type="checkbox"/>	X	<p>Detailed work has been completed by Health and Safety Officer to ensure staff that assist children with AGP can do this in a covid secure way. Refer to Edith Acosta (Manager) and Karen Queeley (Deputy Manager if applicable). No children currently in the setting require these type of procedures.</p>
	Staff will wear masks in the building when being in communal areas such as the hall, offices, the staff room or the Hall.	X			<p>Staff are to wear face masks when being with other adults such as colleagues who do not belong to their bubble, visitors and parents.</p> <p>Staff must wear masks in all the common areas of the building, such as the corridor, offices, staff room, toilets. Wear mask every time you are in close contact with child/adult, meal times, nappy routine and cuddles of comfort if a child is upset.</p>



	Staff will wear masks inside and outside the building when being in close contact with an adult, whether a member to the team who is not part of their bubble or a parent or visitor and when being in close contact with a child who is not part of their bubble.	X			

Infection Control, Cleaning and Hygiene Arrangements					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
12	Staff and/or children who are experiencing coronavirus (COVID-19) symptoms , should not attend setting. They should arrange to have a test .	X	<input type="checkbox"/>	<input type="checkbox"/>	See 01
13	Staff who experience symptoms as above whilst at work should go home as soon as possible and should arrange to have a test .	X	<input type="checkbox"/>	<input type="checkbox"/>	Staff showing symptoms will be directed home immediately to PCR test, isolation until results. Positive results lead to isolation as per guidance.
14	Children who experience COVID-19 symptoms should be collected from setting as soon as possible. They should be kept 2m apart from all other children and staff whilst on site, where possible. If child needs direct personal care until they can return home, staff should wear gloves, an apron and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/ vomiting. Anyone who come into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.	X	<input type="checkbox"/>	<input type="checkbox"/>	Children will be guided to the staff room where they will wait until the parent/carer collects them. Parent/carer will be requested to have their child take a PCR test and to isolate them until result.
15	Parents of children with COVID 19 symptoms should be instructed to get their child tested.	X	<input type="checkbox"/>	<input type="checkbox"/>	As above
16	Staff/ children who test positive for COVID 19 should self-isolate for 10 days or 5 days if they meet the requirements.	X	<input type="checkbox"/>	<input type="checkbox"/>	See 05, 06 & 10



	Close contacts should take a PCR test but do not need to isolate; they can continue to attend the nursery setting whilst they are waiting for their results (unless they develop symptoms or they live in the same household with somebody who has tested positive).				
17	Provision of hand-washing / hand-hygiene facilities at entrances and throughout setting. (Regularly monitored & maintained).	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Hand sanitiser is at all stopping points. Door bells, entrance, corridor, photocopier, toilets, rooms and outdoor areas.</p> <p>Provision maintained by the day cleaner and supervised by the Deputy Manager.</p> <ul style="list-style-type: none"> When parents/carers are picking up children they MUST wear a mask and keep 2 metres apart. Parents/carers and staff must use the hand sanitiser before ringing the intercom or any doors or handles. Staff to use hand sanitizer placed in the porch of our building before entering the building and after leaving the building.
18	All staff and children are encouraged to regularly wash their hands with soap and water, especially upon arrival at setting, prior to eating, following break/lunch time and any other time deemed necessary (after coughs/sneezes). Small children and children with complex needs should continue to be helped to wash their hands properly.	X	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Supervise young children to ensure they wash their hands for 20 seconds when they enter the building/ regularly more often than usual with soap and water or hand sanitiser and catch coughs and sneezes in tissues. Staff wash their hands more regularly and when they arrive to work. When staff move from one place to another they MUST use the hand sanitiser.
19	Toilets and facilities will be cleaned regularly in line with the nursery's enhanced cleaning regime.	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>STAFF MUST Tick and put your initials in the Disinfecting Cleaning Rota.</p> <p>Disinfect toilet flusher, gates, toys, doors, window, microwaves, water taps and fridge handles. Pay particular attention to frequently touched areas and surfaces, such as bathrooms,</p>



					<p>potties, grab-rails in corridors, climbing frames and door handles.</p> <p>Wash hands regularly with soap and water, and after removing gloves, aprons and other protection used whilst cleaning.</p>
20	<p>All staff and children are encouraged to cough / sneeze into tissues and dispose of these in appropriate waste disposal bins. (Catch it, Kill it, Bin it)</p> <p>Children will be encouraged to clean their hands thoroughly throughout the day.</p>	X	<input type="checkbox"/>	<input type="checkbox"/>	
21	<p>Additional lidded bins and increased emptying / replacement are provided / in-place.</p>	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Teachers and cleaners in charge of emptying bins regularly throughout the day.</p>
22	<p>All working areas within the building should be well-ventilated (Windows and Doors open) where safe and appropriate to do so.</p>	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Good ventilation can be achieved by a variety of measures including:</p> <ul style="list-style-type: none"> • natural ventilation – opening windows. Opening internal doors can also assist with creating a throughput of air • natural ventilation – if safe to do so, external opening doors may also be used. <p>To balance the need for increased ventilation while maintaining a comfortable temperature, consider:</p> <ul style="list-style-type: none"> • opening high level windows in colder weather in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)



				<ul style="list-style-type: none"> to increase layers in the children's clothing. <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p> <p>Each class room/staff room has a CO2 detector to monitor the air quality. It should be below 1500ppm, if it is higher for two consecutive weeks we need to seek ways of improving ventilation.</p>
22	<p>A regular cleaning schedule should be maintained. This should include twice daily cleaning (using detergent and hot water followed by a chlorine based disinfectant solution) of all areas and equipment, with a particular focus on frequently touched surfaces. Follow Covid-19 Risk Assessment:</p> <ul style="list-style-type: none"> Toilets Door Handles/ Access Buttons Kitchen areas and associated equipment Water dispensers/ coolers Printers/ Photocopiers White Boards Play Equipment Shared resources 	X		<p>Cleaner regularly cleans all common areas and toilets thorough the day, teachers clean toilets, potties and changing units after each child.</p> <p>Clean and disinfect regularly touched objects and surfaces more often than usual using standard cleaning products. Staff to follow Disinfecting Cleaning Rota every hour (outdoors-play area, rooms, staff room, toilets) and in between changes of groups. Avoid use of objects and areas by multiple groups simultaneously.</p> <p>Clean objects and areas after each group move to another area or swap with the other group.</p> <p>House keeper has been put in place to clean every hour and when it's needed, in communal places, door handles, door frames, touched surfaces.</p> <p>Do not allow children to take toys or resources home or bring them in from home. Unless it is a comforter object.</p> <p>Prevent the sharing of stationery and other equipment.</p>



					<p>Staff will carry their own stationary on their person and not mix with others as a it is practicable.</p> <p>Prevent sharing of materials and surfaces should be cleaned and disinfected more frequently.</p> <p>Laptops and tablets must be disinfected with anti-bacterial wipes before and after every use.</p> <p>Each room MUST DISINFECT TOYS AFTER USE DAILY.</p> <p>Rooms much not share toy/resources between any rooms/bubbles.</p> <p>Any fabric used must be washed at the end of the day.</p> <p>Use alcohol gel by the entrance of each class. Use it before entering the rooms and after leaving the rooms.</p> <p>STAFF MUST USE SEPARATE APRONS FOR MEAL TIMES(Wash them at the end of each shift). Staff must remove the apron if moving from one place to another or changing task, for example this can even be going to another space in the same room... (changing a nappy or speaking to another team member)</p> <p>When disposing used gloves, plastic aprons and tissues please avoid touching your face, mouth, nose and eyes. (Wash hands correctly immediately after disposing of them).</p>
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23	<p>Staff and children are provided with instructions on how to achieve effective hand-washing; for example in the form of posters, written guidance and videos clips etc.</p> <p>Increased frequency of toilet inspections and checks to ensure sufficient supplies of liquid soap are maintained.</p>	X	<input type="checkbox"/>	<input type="checkbox"/>	<p>Notices and illustrations displayed in toilets.</p> <p>Visual aids for children.</p> <p>Children are supervised by the teachers when washing their hands.</p>
24	<p>Suppliers and Visitors advised if attending premises of infection control arrangements, no-access areas and expectations around personal hygiene. (Follow Risk Assessment Covid-19)</p>	X	<input type="checkbox"/>	<input type="checkbox"/>	
Response to an Infection					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
25	<p>Sufficient understanding and processes are in place to respond to a confirmed case of COVID 19 in nursery:</p> <ul style="list-style-type: none"> - Those with symptoms book a test - Contact Public Health when become aware of a confirmed case (Public Health will also contact nursery when they become aware of a confirmed case). - Complete On-Line MTAT form. - Public Health/ MTAT will then work with nursery to determine actions to be taken. - Outbreak management plan is implemented if requested in response to request from local Director of Public Health, Test and Trace or Public Health. 	X	<input type="checkbox"/>	<input type="checkbox"/>	<p style="color: red;">See Outbreak Management Plan Below</p> <p>OUR LOCAL PHE HPT CONTACT NUMBER IS 0344 225 05 62. OPTION 3.</p> <p>If the advice from the local PHE HPT is to partially or fully close the building, resulting in the setting not being fully open to all children, then we should notify OFSTED.</p> <p>The local PHE or Manchester Test and Trace will work with us to assess the risks and advise us of what actions to take.</p> <p>Depending on the outcome, our local PHE and Local Authority may establish and Outbreak Control Team to help support us to manage the situation.</p> <p>NOTIFYING OFSTED:</p> <p>Any confirmed cases of COVID19 in the setting (either child or staff member), and/or if the setting is advised to close as a result, should be swiftly reported to Ofsted</p>



					through the usual notification channels for reporting a serious incident within 14 days, providing our URN. Alexandra Park Children's Learning Community URN is 500710
26	If an outbreak, nursery's Covid-19 outbreak management plan is implemented. Remote/distance learning contingency arrangements for all children should be maintained in case of nursery/ group closure during any local COVID 19 outbreak.	X	<input type="checkbox"/>	<input type="checkbox"/>	See Outbreak Management Plan Below



Outbreak Management Plan					
<p>Outbreak Management Plan (OMP) outlines how the nurseries would operate if additional measures are recommended for your setting or the local area. The Director of Public Health, Public Health England Health Protection Teams or the Local Authority could recommend certain measures are re-introduced. This may happen to help manage outbreaks in schools, or if there is an “extremely high prevalence” of Covid-19 in the community and other measures have failed to reduce transmission, or as part of a package of measures “responding to a variant of concern”.</p> <p>N.B- THE FOLLWING CONTROL MEASURES DO NOT NEED TO BE PUT INTO PLACE UNLESS RECOMMENDED BY THE DIRECTOR OF PUBLIC HEALTH, PHE HEALTH PROTECTION TEAMS OR THE LOCAL AUTHORITY.</p>					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	<p>If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a VoC it may be necessary to limit the number of children /childcare settings through attendance restrictions.</p> <p>ATTENDANCE RESTRICTIONS SHOULD ONLY BE CONSIDERED AS A LAST RESORT FOLLOWING THE DFEs 'CONTINGENCY FRAMEWORK' AND, IN COLLABORATION WITH PUBLIC HEALTH AND THE LOCAL AUTHORITY.</p>	X			<ul style="list-style-type: none"> • Ensure remote learning platform remains. Tapestry. • Manager to coordinate the provision of remote learning. Each key person will deliver the activities and keep in touch with the children at home and work in partnership with the parents/carers to give continuity to the learning journeys. • Provision in place for key worker children attendance (as per national lockdowns).
02	<p>When a variant of COVID-19 is classed as a variant of concern (VoC), DHSC will increase targeted testing in that area to help suppress and control any possible new cases and better understand the new variants.</p>	X			<ul style="list-style-type: none"> • For staff on site Lateral Flow Testing area in place. • Increased use of home testing for staff.
03	<p>Temporary re-introduction of room/class bubbles, for a temporary period to reduce mixing between groups.</p>				<ul style="list-style-type: none"> • room/ class group bubbles implemented if they have been removed from the risk assessment. • Staggered entrance/ exit times (if possible) • Use of different entrances.



					<ul style="list-style-type: none"> Staggered/ limited use of communal areas- hall/ dining room etc.
04	If already removed from the risk assessment, temporary re-introduction of face coverings. In all cases any educational drawbacks in the recommended use of face coverings should be balanced with the benefits in managing transmission and should allow for reasonable exemptions for their use.				<ul style="list-style-type: none"> Face coverings worn by staff and visitors, in communal areas unless they are exempt. If they have been removed from the risk assessment.
05	Temporary re-introduction of shielding in the event of a major outbreak or variant of concern that poses a significant risk to individuals on the shielded patient list. SHIELDING CAN ONLY BE RE-INTRODUCED BY NATIONAL GOVERNMENT.	X			<ul style="list-style-type: none"> Individual risk assessments regularly reviewed and specifically in line with any updated government guidance regarding VoCs. Remote learning platform in place for children who are advised to shield. Tapestry.
06	Temporary limit to certain nursery activities; - educational visits - open days - transition and settling days - parental attendance in settings - performances in settings	X			<ul style="list-style-type: none"> Alexandra Park Children's Learning Community Risk assessments in place.

Further Information via email contact: Health and Safety Officer Karen Queeley : Karen.queeley@alexandraparkclc.co.uk

– Early Years Manager Edith Acosta: edith.acosta@alexandraparkclc.co.uk

- Early Years Director Susana Lopez : susana.lopez@alexandraparkclc.co.uk

Health and Safety, Manchester: Health.and.safety@manchester.gov.uk

Approved by (Early Years Director/ Managers)	Susana Lopez Penedo Edith Acosta	Date of Approval	8/12/2021
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