**TASC Risk Assessment: Covid-19 and Infectious Respiratory Diseases**

The present risk assessment has been developed by Towerbank After School Club (TASC) in relation to the COVID-19 virus and other infectious respiratory diseases. It is in accordance with all relevant guidance from the Government, Care Inspectorate and Health and Protection Scotland.

This risk assessment has been developed to guide the TASC staff team to identify COVID/infection-related risks and also risks to general wellbeing and adopt a coherent approach.

Issued: 6/8/2020 by General Manager, Sophia Simelitidou

Reviewed: 13/11/20 by new General Manager Becky Wills

Reviewed: 08/12/2020 by General Manager Becky Wills

Reviewed: 09/03/21 by General Manager Becky Wills (prior to reopening 15/3/21 following lockdown period Jan-March)

Reviewed: 22/4/21 by General Manager Becky Wills

Reviewed: 25/5/21 by General Manager Becky Wills

Reviewed: 09/08/21 by General Manager Becky Wills (prior to new term August 2021 following Scotland’s move out of Level Zero on 09/08/21 but retaining many restrictions to reduce risk)

Reviewed: 20/10/21 by General Manager Becky Wills (prior to returning after Mid-term break)

Reviewed: 4/1/22 by General Manager Becky Wills (prior to re-opening after Christmas break)

Reviewed and updated: 14/4/22 by General Manager Becky Wills (prior to re-opening after Easter break, transition to steady state)

Reviewed and updated 03/11/2022 by General Manager Becky Wills (following October break, reflecting gov update 29/08/22)

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| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| COVID –19 and other infectious diseases such as seasonal flu and the wellbeing of children in our care (*summary: see below for details of each risk and its control steps*) | Children  Staff  Parents/carers  School staff  visitors | Staff vaccination encouraged  Social distancing between adults  Face coverings in some circumstances  Good hand hygiene for all  Hand sanitiser in areas where water and soap are not available  Respiratory and cough hygiene  Use of PPE where needed  Routine cleaning practices of regularly used surfaces (monitored by checklists)  Equipment cleanliness  Ventilation (monitored by CO2 detector)  Symptom awareness and self-isolation  Children with additional needs/high risk  Outdoor play  Visitors, trips, parental engagement  Pick up/Drop off  Well-being and recovery | Unacceptable Risk  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Spread of severe cases of covid-19 and flu, leading to hospitalisation and/or death | All staff, children, parents, visitors | **Vaccination**  Vaccines are the most effective method of reducing the public health impact of COVID-19 and they are highly effective against serious illness. TASC should continue to encourage and enable staff who have not been fully vaccinated to seek vaccination as soon as possible. | Unacceptable Risk – Risk reduced heavily if advice followed | All staff (voluntary) | 03/11/22 |
| Wellbeing of children affected through lack of physical touch | All children | **Physical distancing**  It is important for children to feel secure and well cared for, including through physical contact that is appropriate to their needs, especially when they are receiving personal care, need comfort or reassurance. Therefore it is not appropriate to ask young children to maintain physical distancing from adults or other children. In a covid-19 outbreak distancing should be resumed. | High Risk –  Risk acceptable if advice is being followed | All staff | 03/11/22 |
| Risk of infectious airborne diseases. Wellbeing and development of children hindered by hiding of faces | All children/staff | **Face coverings**  Face coverings are not needed when working directly with children.  However, any individual who wishes to continue to wear a face covering in a workplace, health and social care or school setting (including childcare) should be supported to do so. | Potentially high Risk –  Risk acceptable if advice is being followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Cross contamination causing spread of diseases | All staff, children, parents, school staff and visitors | **Hand hygiene**  Ensuring that everyone at TASC carries out hand hygiene practices thoroughly.  Support children with handwashing  • on arrival to the setting  • before and after eating or handling food  • after toileting  • when returning from play outside  • after blowing nose, coughing or sneezing  • after contact with contaminated surfaces  • at regular intervals throughout the day    Good practice points:  • use warm water, wash for 20 seconds  • never share water in a communal bowl  • use liquid soap and rub hands  • dry hands using disposable paper towels  • all visible cuts and abrasions covered  • encourage not to touch face  When away from the childcare facility, and if there is no running water available, hand wipes may be used (children and staff should wash their hands at the first available opportunity) | High Risk –  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Spread of airborne infectious respiratory diseases | All staff, children, parents and visitors | **Respiratory and cough hygiene**  Respiratory and cough hygiene is designed to minimise the risk of the transmission of respiratory illness such as COVID-19. Where possible, it is recommended that staff and children should always try to:  • cover their nose and mouth with a disposable tissue when sneezing, coughing, wiping and blowing their nose. If a disposable tissue is not available, use their elbow  • dispose of used and/or contaminated tissues and face masks immediately into a waste bin after use  • wash hands with liquid soap and warm water after coughing, sneezing, using tissues, or after contact with spit or mucus  • when away from the childcare facility, and if there is no running water available, hand wipes may be used by staff and children. Hands should be washed at the first available opportunity  • keep contaminated hands away from the eyes nose, mouth and other people  • encourage children not to touch faces | High Risk –  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Spread of infectious diseases via cross contamination due to poor cleaning | All staff | **Routine Cleaning practices**  It is important to maintain high levels of cleaning at TASC with cleaning schedules which stipulate how frequently cleaning should take place and who is responsible for carrying it out.  A full routine clean should take place at least daily, which includes touch surfaces such as door handles, surfaces etc.  General purpose detergent is sufficient for general areas and staff undertaking cleaning should wear apron and gloves. Disinfectants should be used to clean toilet areas and food preparation areas. Surfaces in dining or snack areas should be wiped down and disinfected between use by each group of children. A disinfectant should also be used in any general area of the childcare setting if there is visible contamination with blood or body fluids. Cleaning staff areas should be an integral part of the routine and enhanced cleaning strategy.  Toys and equipment should be cleaned regularly. Toys from home can be brought in and soft furnishings can be used. In the case of a covid-19 outbreak these should be removed washed at highest possible temperature. | High Risk –  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Spread of airborne respiratory diseases through lack of ventilation | All staff, children, visitors | **Ventilation**  • partially open doors and windows to provide ventilation while reducing draughts. Fire doors must never be propped open  • open high-level windows in preference to low level windows to reduce draughts when weather conditions allow, and it is safe to do so. Open windows at different sides of the building to get a cross flow of ventilation  • refreshing the air in spaces by opening windows, vents and external doors at times which avoid user discomfort especially during winter periods to balance ventilation and thermal comfort  • flexible uniform/staff dress policies to help ensure that children, young people and staff can stay warm if/when windows or doors require to be opened  **•** maintain appropriate heating  • CO2 monitors can be used to support good air quality and they can be particularly beneficial in enclosed spaces. | High Risk –  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Spread of Covid-19 and other infectious diseases through being in the setting with symptoms | All staff, children, parents | **Symptom awareness and self-isolation**  Stay at home guidance is in place for people who have COVID-19 symptoms, or who test positive, including specific details on when staff and children are advised to stay at home. More information can be found on [NHS Inform](https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/coronavirus-covid-19-general-advice).  It remains good practice to keep families regularly updated regarding concerns linked to respiratory infections such as COVID-19. | High Risk –  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| Some may be left more vulnerable due to relaxation of protective measures for general population | Children with additional support needs and staff/children on the High Risk List | **Children with additional needs**  Every child and young person will have different levels of required support. Risk assessments play a key part in considering the individual needs of a child or young person. Risk assessments, which may be integrated into a Child’s Plan, should be reviewed and updated as appropriate, reflecting current circumstances. | High Risk –  Risk acceptable if control steps are being strictly followed | Manager | 03/11/22 |
| More rapid spread of covid-19 and other infectious diseases indoors.  Harm to wellbeing | All children and staff | **Outdoor play**  Outdoor play-based learning has many benefits for children’s physical and cognitive development, physical health, and mental wellbeing.  Being outdoors helps to limit the transmission of viruses and illnesses, including COVID-19. Staff should consider how they can safely maximise the use of outdoor space. | High Risk –  Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| **Risks** | **Affected group** | **Control steps** | **Reduced risk** | **Impl. by** | **Date** |
| Harm to children’s wellbeing from continuing restrictive choices and lack of parental engagement | Staff, children, parents, visitors | **Trips/visits/parental pick ups etc**  There are no ongoing COVID-19 related or other public health restrictions or recommendations on any movements in or out of ELC settings. This includes no requirement or recommendation for staggered pick-ups or drop-offs, break or lunch times, restricting visitors (including parents and carers) or restricting visits out of settings. | Risk acceptable if control steps are being strictly followed | All staff | 03/11/22 |
| Lasting damage to the health and well being of children and staff due to ongoing impact of the pandemic | Children, staff and families | **Well-being and recovery**  The national practice guidance ‘[Realising the Ambition: Being Me’](https://education.gov.scot/improvement/learning-resources/realising-the-ambition/), supported by the [National Health and Social Care Standards](https://hub.careinspectorate.com/national-policy-and-legislation/health-and-social-care-standards/), emphasises the crucial role that high quality early learning and childcare can play in supporting children and families and giving children the best start in life by offering a nurturing environment. This is also outlined in [Space to Grow](https://hub.careinspectorate.com/how-we-support-improvement/care-inspectorate-programmes-and-publications/space-to-grow/), the design guidance for early learning and childcare and out of school care settings which notes the importance of  positive interactions, health and wellbeing, and supporting play and other positive experiences. This continues to be crucial as we support children and families to recover from COVID-19. | General risk –  Risk reduced | All staff | 03/11/22 |