

COVID 19: Risk Assessment: Practicalities Plan – Jan 2021

Social Distancing

Issue / Risk?	Actions Needed / Points to consider	Success Criteria	COST
<p>If Government maintain social distancing rules, issues that may arise in school:</p>			
<p>To ensure safety and prevent the spread of COVID 19 within the nursery and community</p>	<ul style="list-style-type: none"> We are a nursery school – we operate as a school and are different in number, size and building to most PVI settings- only have 2 spaces which allow separate outside areas and toilets. In Croydon, there are high levels of the virus, alongside an increase of those being treated in Croydon University Hospital. New cases in the borough are spread across all areas and all age groups are showing increases in infection rates. Hospitals at full capacity Government message – ‘stay home, save the NHS, save lives’ Director of Health – Croydon stated an increasing number of cases across all age groups, children are more involved in transmission than initially thought in both the new variant and original virus 14% of cases are asymptomatic and spread the disease As the government has said maintained nursery must stay open fully, we have offered all children a place, however most parents still feel it is unsafe. To allow a maximum capacity, whilst keeping bubble sizes to a minimum, we have split into 3 – one with full time children, morning children and afternoon children. Staff will not mix across the bubbles. Staggered time to reduce interactions at the gate during drop off and collection times Half hour to allow for cleaning and new resources to be set up in the room with a morning and afternoon bubble. 	<p>There will be a limited number of cases within the setting</p> <p>The nursery will be able to effectively offer care and education to children of critical workers and vulnerable children</p>	
<p>Number of children / people in school at one time</p>	<ul style="list-style-type: none"> 3 separate bubbles to limit who staff and children are in contact with – to be reviewed 10th February No parents on site unless essential Health and Safety check of building completed and discussed with all staff and governors No workshops etc with external agencies 	<p>A limited number of people on site will reduce infection rates and cases of the virus.</p> <p>The nursery will operate as one bubble</p>	<p>0</p>

	<ul style="list-style-type: none"> Contractors out of school hours / weekends (during school time only if essential and with masks) 		
Drop off and collection times	<ul style="list-style-type: none"> Reduce number of parents/ carers on site – one adult only to bring children to school and to drop off at designated doors Parents and staff to wear masks at the door and keep a 2 metre distance whilst queueing and 2 metres away from the door. Collection from designated gate exercising social distancing rules Encourage parents to vacate area as soon as child has been collected Implement one-way system down path, exiting via carpark Prevent use of buggy park unless essential / pre-arranged with staff Drop off and collection times (9.30am and 3.30pm for full timers and 9-11.45AM and 12.15-3PM for part time children) Ask parents to call the office to make arrangements if they have to collect outside these time. 	<p>A limited number of people on site will reduce infection rates and cases of the virus.</p> <p>Parents and children / staff may feel more reassured if we attempt to enforce social distancing</p>	0
Parents	<ul style="list-style-type: none"> Preference to call office or email rather than face to face contact Maintain email addresses for parents to email keyworkers with general enquiries. Parents can call office to ask a key worker to call back rather than after nursery Parent consultations by phone calls, if a face to face meeting is required to use the family room with masks, disinfect chairs after. Online parent workshops No whole school singing Parents are kept up to date with guidance and schools / nursery expectations Key messages in line with government guidance are reinforced via email / text / nursery website Weekly welfare calls at least once per week for those children whose parents are choosing to keep them at home 	<p>Minimise face to face conversation in order to promote social distancing resulting in less spread of the virus on the school site.</p>	0
Lunchtimes	<ul style="list-style-type: none"> Lunch in main nursery – no lunch club Staff lunchtimes / breaks staggered– ensure social distancing rules maintained as far as possible, particularly with those in different bubbles Guidance in relation to packed lunches has been sent to parents – staff ensure there is no cross contamination of containers between children’s packed lunches 	<p>Less chance of virus spreading in a confined space.</p>	0
Meetings	<ul style="list-style-type: none"> Limiting staff meetings – if needed on zoom Focus on well-being and mental health of staff and children Governor meetings –virtual 	<p>Limited number of people in a confined space will reduce the spread of infection and risk of catching C19</p>	0

Visitors / Contractors	<ul style="list-style-type: none"> Limit visitors to site – only essential Visitors will not enter the site if they have shown symptoms or have returned from abroad and are required to self-isolate Essential visitors only to complete disclosure form and wear masks Hand sanitiser on entry Signage to be displayed clearly around the school eg ‘no go areas’ ‘please keep 2 metres apart’ ‘no parents beyond this point’ 	A limited number of people on site will reduce infection rates and cases of the virus.	0
PPE recommendations	<ul style="list-style-type: none"> Government guidelines are - not recommended nursery pupils / staff wear PPE unless direct intimate care is needed / dealing with a child/adult with symptoms Availability of PPE for staff to wear if they wish (nursery decision) 	Reduced spread of infection and risk of catching C19	£221
Toileting / changing nappies	<ul style="list-style-type: none"> Limit number of children in toilet area 20 second hand washing after each visit Additional cleaning Staff to wear PPE when nappy changing (gloves, aprons) Changing table and area disinfected thoroughly after each use After the morning session staff to spray toilet seats, flush and taps with antibacterial spray 	Limited number of people in a confined space will reduce the spread of infection and risk of catching C19	0
Small rooms	<ul style="list-style-type: none"> Close off smaller rooms / storage that will not be in use – display signage in areas. Limit each area to 1 person at a time. 	Limited number of people in a confined space will reduce the spread of infection and risk of catching C19	
Extra cleaning and sanitisation will be required to ensure the site is as safe as possible	<ul style="list-style-type: none"> 2 cleaners on site daily focus on disinfecting door handles and hard surfaces. Extra deep clean to be arranged if notified of positive case of C19 Extra disinfectant, hand sanitiser ordered and available in throughout the school Deep clean of school every half term 	Reduced spread of infection and risk of catching C19	TBC TBC
Positive case or symptoms of C19 in whole school community	<ul style="list-style-type: none"> No parent / child / staff or visitor will enter the site if they have shown symptoms or have returned from abroad and are required to isolate If anyone, child or adult, becomes unwell with a new, continuous cough or high temperature they must be sent home and advised to follow guidance for households with symptoms, (self-isolate for 10 days and fellow household members should self-isolate for 10 days) and to obtain a test. When waiting for collection child should be moved to an isolated room behind a closed door – PPE should be provided for the supervising adult if 2m distance cannot be applied. Adult should ensure they wash their hand following guidance after being in contact with the child. (Adult does not need to take action for themselves unless they become unwell) 	Reduced spread of infection and risk of catching C19	0

	<ul style="list-style-type: none"> • Adults and children displaying symptoms should be encouraged to get tested. • If test is negative they should return to school. • If test is positive, contact department of health and follow advice – this may mean the rest of the bubble (entire school) are sent home and advised to self-isolate for 10 days. (Other household members of children sent home to self-isolate, do not need to self-isolate unless the child develops symptoms). PHE should be notified of a positive test they will then advise HT • Deep clean to be completed for the areas where contamination has occurred. 		
<p>People coming into contact with a positive case of C-19</p>	<ul style="list-style-type: none"> • Nursery must ensure that staff and parents understand the NHS test and trace process and how to contact their local Public Health England health protection team. • School will ensure that staff / parents understand that they will to be ready and willing to : <ul style="list-style-type: none"> * book a test if they are displaying symptoms * they must not come into school if they have symptoms * provide details of anyone they have come into close contact with if they test positive * self-isolate if they have been in close contact with someone who has tested positive for C-19 • If the school has a confirmed case we will work closely with Public Health, as we are one bubble most likely will need to close whole setting. 	<p>Government and NHS test and trace processes are followed.</p>	

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<i>Oversight of the Governing Body</i>			
Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST

When children return in a transitioning year group, issues that need to be considered:

<p>Lack of governors oversight during c19 crisis leads to the school failing to meet statutory requirements</p>	<ul style="list-style-type: none"> • The governing body continues to meet regularly via online platforms • Governing body agendas are structured to ensure all statutory requirements are discussed and school leaders are held to account for their implementation • The Headteacher report to governors includes content and updates on how the school is continuing to meet its statutory obligations in addition to covering the school response to C-19 	<p>GB is satisfied that the school has met the statutory requirements</p>	<p>0</p>
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Staff well being

Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
<p>When staff return to school, issues that may arise:</p>			
<p>Staff shortages due to illness/track and trace alerts and self-isolation / quarantine</p>	<ul style="list-style-type: none"> • Staff are expected to be available for work at home and at nursery to work • Staff to inform leadership team if they receive NHS alert to self-isolate (track and trace) • If one adult in the bubble must self-isolate –other adults within the nursery group bubble take responsibility of bubble. • If the nursery staff ratio cannot be met then the nursery will close – parents alerted by text. • There should always be 1 person in the office – senior staff will cover in the short term – however if absence continues the situation will be reviewed after 5 days. Highly likely that school will need to be closed if SLT / office bubble have a positive case. • Admin team to work socially distanced. One member of office staff always on site if possible. • Ensure safe staffing levels at all times – member of teaching staff (DSLs), will be available each day. SENCO available on site / on the phone. 	<p>Staff will be motivated; morale will be as high as it can be. The school community will begin to be rebuilt. Staff feel well supported during the return period and confident returning to some sort of normality.</p>	<p>0</p>

	<ul style="list-style-type: none"> In the event of DHTs illness (unrelated to COVID) /self-isolation (track and trace) –senior teacher leads school on day to day basis with executive head overseeing. Chair of Governors to be informed of EHT/DHT absence. HR/LA advice to be sought if EHT/DHTs unable to lead school for longer than 10 days. Staff with particular vulnerabilities (pregnant women, those with diabetes, asthma, etc) are advised to follow clinical guidance). Individual risk assessments completed, alongside vulnerable staff. 		
Black, Asian and minority ethnic (BAME) staff and increased risk of C-19	BAME staff are particularly at risk and the NHS has specifically identified the importance of risks assessments for BAME staff. Leaders are aware that there is an officially acknowledged high and disproportionate number of deaths in BAME people due to Covid '19 and follow guidance on risk mitigation across the setting:	Black, Asian and minority ethnic (BAME) staff are aware of increased risk of C-19	
Anxiety amongst staff team re C-19 / low morale	<ul style="list-style-type: none"> Leaders hold confidential, individual Supervision meeting discussions with members of staff and reassure them and deal with any specific concerns. They reassure them and deal with any specific concerns, with particular focus on BAME staff, those travelling on public transport, those who have child care / carer responsibilities, single parents, clinical vulnerable part-time staff and staff with disabilities including mental health issues relating to stress and anxiety Leaders will be available to discuss any staff concerns and will seek further advice where necessary. Focus will be on well-being for staff Signpost staff to free counselling through the educational support line Leaders will be aware that some staff members may have experienced difficult circumstances at home during the lockdown period Staff spreadsheet updated continuously regarding staff who are shielding / lives with vulnerable / shielding / anxiety, follow government guidance/clinical advice. 	<p>Staff will be motivated; morale will be as high as it can be.</p> <p>The school community will begin to be rebuilt.</p> <p>Staff feel well supported during the return period and confident returning to some sort of normality.</p>	0
Staff / Governors need to be aware of the stress that HT / senior leaders have faced and need to be considerate. Many HT / senior leader have had to make some very difficult decisions and have had to	<ul style="list-style-type: none"> Governors will support the well-being of Headteacher and Senior Leaders Governor meetings will be virtual Check in calls for support to HT / Senior Leaders Governor reports will be streamlined as leaders need to be focussing on rebuilding the school community 	HT / senior leaders will feel supported and there will feel as motivated and energised as is possible under the circumstances.	0

respond to a range of government guidance			
Preventative measures may need monitoring and adapting as situations change	<ul style="list-style-type: none"> The school appoints 2 competent people to ensure that the preventative measure are meeting health and safety duties. (H&S Governor - AD, and Business Manager- MH) 		

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Expectations and routines

Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
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Issues that may arise:

The expectations of the nursery, particularly learning and self-regulation are consistent through co-regulation	<ul style="list-style-type: none"> Ensure behaviour and learning expectations are consistent Remind children and staff about how to speak to each other, how to treat each other Leaders find time to talk to children, reminding them of expectations and emphasising the nursery being a safe environment where they are loved and cared for Focus and emphasis on respecting each other 	Children have a good understanding of the expectations in the nursery	0
		Children and staff know what is expected of them and feel cared for. Attitudes to learning are positive and support children's self-regulation	0
Sleep patterns, routines, eating etc may be different during the lockdown	<ul style="list-style-type: none"> Routines and expectations have been set, ensuring that the vast majority of children will feel secure and will know what is expected of them. Extra snack times have been introduced Remind children of regular use of the toilet Areas will be available if children require a time-out rest 	Routines are in place Children will not be hungry during the session	£100
Cross contamination	<ul style="list-style-type: none"> Children will be supervised when getting a drink of water Limit the amount of personal items / toys to be brought in from home No bags (other than a spare clothes bag) are to be brought into school 	Minimal risk of cross contamination	0
Maintaining the highest level of hygiene	<ul style="list-style-type: none"> Children to wash their hand on arrival to nursery and they use hand sanitiser when they leave nursery Tables to be regularly disinfected Good respiratory hygiene will be maintained using Catch it, Bin it, Kill it, to be adhered to – lidded bins in all areas of the schools and tissues available to all To ensure sufficient hand sanitiser stations in all areas of the school 	Minimal risk of cross contamination	TBC

	<ul style="list-style-type: none"> Frequently touched surfaces will be disinfected regularly (– more than normal) Messy play resources restricted and supervised to limit contamination Where appropriate toys are kept separate for the morning and afternoon sessions and additional cleaning is in place. Any resources taken or bought in from home will be quarantined for 72 hours before being re-used. 		
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Child Mental Health

Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
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Issues that may arise in relation to their mental health:

Children may find the nursery environment different, frightening and over-whelming	<ul style="list-style-type: none"> Provide opportunities for children to talk about any worries and anxieties. Calm, quiet time out areas Keep noise levels as low as possible in class – ear defenders available where necessary Staff continuously remind children of the quiet spaces available 	<p style="text-align: center;">Lunchtimes are orderly and calm.</p> <p style="text-align: center;">Quiet places in the nursery and in the garden</p>	0
Children may find it difficult to separate from parent due to different staff / new routines	<ul style="list-style-type: none"> Story time to address issues which are important for children at this time, focus on separation and security Staff should reassure children that their parents are safe. 	<p style="text-align: center;">Children feel minimum separation anxiety</p> <p style="text-align: center;">Children will seek comfort from familiar adults when they are feeling insecure or anxious.</p>	0
Relationships will need to be rebuilt, in the event of self-isolation or nursery closure	<ul style="list-style-type: none"> Support children to play together and build relationships. Remind children to focus on kindness and respect. 	<p style="text-align: center;">Children will play appropriately alongside others, accepting the needs of others, sometimes with support.</p>	0

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Curriculum

Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
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Issues that may arise in relation to the curriculum:

Consider how we adapt the curriculum, as the situation evolves	<ul style="list-style-type: none"> Focus on the well-being of children (PSED), their security, confidence, children’s concerns and worries and relationships. Focus on Communication and Language (CL) to enable children to vocalise their thoughts and feelings. Staff will be aware of children’s body language and non-verbal communication Staff will observe children and make informal assessments of children’s mental health and well-being / learning Remote learning provided during lockdown 3 to all non CWV children who are not attending on site. CWV children will follow remote learning to try to ensure parity. 	The curriculum will suit the needs of our children at this time	0
During this lockdown /nursery closure or individual child having to self-isolate - home learning will be in place	<ul style="list-style-type: none"> Remote learning policy and self-isolation packs outlines procedures and home learning provided. Videos of rhymes and stories – 3 a week – access through parent information on the website – check in with parents to check able to access. Planning/learning opportunities available to all parents – weekly. 	The curriculum will suit the needs of our children at this time	0
Some children, who are not attending nursery may be unable to access the curriculum via home (remote) learning	<ul style="list-style-type: none"> Welfare calls at least weekly – checking parents are receiving planning / activities, understand them and have appropriate resources to support their child’s learning Weekly and daily learning activities – emailed and accessed via the school website – hard copies available Loans of toys / books for disadvantaged families on request (delivered by a staff member). These will remain with the family throughout the lockdown 	The curriculum will suit the needs of our children at this time – no children will be disadvantaged due to digital vulnerability	0

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Safeguarding

Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
Issues that could arise in school in relation to Safeguarding:			
<p>It is important to be aware that some children may be experiencing abuse or witnessing DV during the lockdown. (We know there has been a significant rise in DV during previous lockdown).</p>	<ul style="list-style-type: none"> • Staff engage in active listening giving children opportunities to talk about their experiences throughout the day. • Ensure there is a high focus on children creating a safe environment • Create safe spaces for children to talk about their experiences • Ensure that all children have access to trusted adults who are trained to listen and respond effectively – increased use of family counsellor • All staff to receive extra safeguarding briefing on how to respond to disclosures • Be aware that it may take some children a long time to disclose or reveal any abuse • Leadership team email to remain accessible to all parents / carers to alert school if they are in need of support • Welfare calls 1x week for all children, 2x week vulnerable, 3x week Child Protection. Staff ensure that they speak with the child when they are on the phone (or hear them talking in the background). Staff will call back if the child is not available. 	<p>Systems are well established to deal with issues of disclosure</p> <p>Safe environments have been established as a matter of priority</p> <p>Children have been provided with a member of staff to talk to that they feel comfortable with about any issues that concern them</p>	0
<p>It is important that we are alert to children who may not have come under the radar before, and be aware that some may have suffered significant harm during this time.</p>		<p>All staff have received extra safeguarding briefings so they are very alert to certain issues</p> <p>Staff are alert to any changes of behaviour in individuals</p> <p>Support available for families facing difficulties.</p>	0
Attendance	<ul style="list-style-type: none"> • Some parents will not be able to send their child to nursery (due to current restrictions/shielding/self-isolating) . - Welfare calls will be made to any children not in nursery. More frequent for vulnerable children/children under social care. (see above) • Remote learning policy and self-isolation packs outlines procedures and home learning provided. 	<p>All children will be accounted whether at home or nursery – safeguarding procedures followed</p>	0

	<ul style="list-style-type: none"> Staff ensure that they speak with the child when they are on the phone (or hear them talking in the background). Staff will call back if the child is not available. 		
Children / staff may have experienced a bereavement	<ul style="list-style-type: none"> Provide opportunities for children to talk about any worries and anxieties. Staff may access the free MindEd Learning platform for professionals which includes a C-19 staff resilience hub with materials on peer support, stress, fear, trauma and bereavement. Alleviate any worries about any children that are not in school – they are ok and safe Be transparent and direct when talking about bereavement – follow Bereavement Policy 	Staff are fully prepared to support any individual who has lost a member of their family or friends	0
We need to be aware that any illness of family members / friends will become a source of anxiety for children			0

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Special Education Needs

Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
Those with SEND may have additional issues:			
The impact of all these issues may be even greater with children with SEND.	<ul style="list-style-type: none"> To be aware that children with SEND may experience considerable anxiety and difficulties whilst at home and will need extra support and time Expectations and routines should be constantly reinforced, reassuring children Adaptations / special arrangements to routines may need to be considered Behavioural Support Plans consider the current situation. If children cannot follow instructions to be safe in the current situation, parents will be called to collect the child. E.g. constant need for positive handling, spitting, licking resources 	<p>Children with SEND settled into nursery routines. They feel happy and safe to be in nursery.</p> <p>Staff are supporting all children to meet the nursery's expectations.</p>	0
			0

COVID 19: Returning to School: Practicalities Plan

High Risk, Medium Risk Low Risk

Staff testing in Maintained Nursery Schools

Issue / Risk	Actions Needed / Points to consider	Success Criteria
Covid-19 spreading in the school community	<ul style="list-style-type: none"> • Testing of staff will take place twice a week for those that have opted in – Monday and Thursday mornings (3-4 days apart) – tests taken at home • Tests taken before coming to work • Staff results to be recorded online by staff member and reported to the school to add to staff results register – will support identifying staff with positive results for contact tracing and monitoring stock and distribution • Staff with symptoms, or a positive LFD test, are expected to visit a test centre to take a PCR test and inform the school immediately of the result 	Reduce the spread of Covid 19 in the school community
Lack of clarity amongst staff about the testing process could result in the spread of Covid 19	<ul style="list-style-type: none"> • Information booklets given to staff – including: <ul style="list-style-type: none"> - What rapid testing is, about using the how to guide and video content available - The requirement for them to report their test results - The process and who to contact if they have an incident when testing at home • Covid coordinator (MH Business Manager) and Covid registration assistant (ST) <ul style="list-style-type: none"> • Staff will need to sign for their test kits and the lot number will be recorded against their name. Staff will collect their first set of tests at an allotted time before noon Wednesday 3rd February, from the school office 	Clarity and transparency about the testing process ensuring reduction of spread of Covid 19
Incorrect storage of test and collection not managed safely could result in the spread of Covid 19	<ul style="list-style-type: none"> • Tests to be kept in Deputy Headteachers office to prevent unauthorised access – except during allotted collection times • Tests are not to be stored outside – stored in a cool dry place, between 2 – 30 degrees • The kits should be used at room temperature 15-30 degrees. If the kit has been stored in a cool area, such as your car overnight, less than 15 degrees, leave it at room temperature for at least 30 minutes before using • Enough space for social distancing will be allowed when giving out / collecting tests • Tests will be labelled with names, and linked lot number, and a form to sign will be made available as part of self service. This negates the need for the station to be staffed • Those collecting their kits should: <ul style="list-style-type: none"> - Where appropriate face coverings at all times - Hand sanitised before collecting and signing - Maintain 2m from other staff collecting their test - Bring own pen for signing to reduce risk of contamination 	Reduce the spread of Covid 19 in the school community
Staff not reporting results which may lead to spread of Covid 19	<ul style="list-style-type: none"> • Void / double void and positive results are to be reported immediately, before 8am, to the school once the test is completed by calling Leigh / Kate / Jane F (contact must be made). This is because a bubble may need to be closed and time is needed to inform all parents 	Reduce the spread of Covid 19 in the school community

	<ul style="list-style-type: none"> • A negative test should be emailed to the school, covid@tunstall.croydon.sch.uk by midday on Monday and Thursday • Staff must report their results online as per their instructions as soon as the test is completed – either online or by telephone as per the instructions in the test kit 	
<p>Low uptake on taking tests could lead to asymptomatic spread of Covid19</p>	<ul style="list-style-type: none"> • Tests are optional and are not mandatory • Staff to opt in after they have read key information and privacy notice to understand data protection for testing • Staff are able to ask key questions about the testing during training and subsequently by email • Staff can opt in at any time 	
<p>Swabs are taken incorrectly causing a false reading or causing contamination</p>	<ul style="list-style-type: none"> • Schools following government control measures • Covid co-ordinator / DHT has informed staff as to how to access training video, documents etc prior to taking place in the community testing scheme • Instructions dated 15 January 2021, to be issued alongside the kits and staff informed that the old instructions that are contained in box must be disposed of • Tests should be conducted on a dry clean flat surface • Blow nose and wash hands / use sanitizer before using the test • Online information, training and webinars available on how to take your own test • Information with the kits to be followed • Regular communication with staff about the testing process • If test is void, take another test. If two void results in a row, a PCR test should be taken and staff member and close contacts to self-isolate until PCR negative result received (Bubble will also close) • If a number of tests give a void result, unclear results or leaking/damaged tubes should be recorded and escalated to the DfE helpline. <ul style="list-style-type: none"> • Covid Coordinator to be responsible for incident reporting/issuing a “yellow card” on a school wide issue: <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div data-bbox="864 1045 1137 1390" style="background-color: #f0f0f0; padding: 5px; border: 1px solid #ccc;"> <p style="text-align: center; margin: 0;">Schools</p> <p style="margin: 0;">Incidents</p> <p style="margin: 0; font-size: 0.8em;">In the case of an issue, it is most likely that this will be experienced by an individual at home. However, if there seems to be repeated or similar issues (e.g. multiple repeat void tests, unclear results, leaking/damaged tubes etc.), these should be recorded by the school and reported to the DfE Helpline, who will escalate to DHSC for investigation. Please record the time, date and details reported.</p> <p style="margin: 0; font-size: 0.8em;">DHSC/MHRA may require the school to provide more information if further investigation is required.</p> <p style="margin: 0; font-size: 0.8em;">Learning and improving</p> <p style="margin: 0; font-size: 0.8em;">To ensure testing is running well, we will be in contact with schools from time to time to find out how testing is going and learn any lessons. Guidance will be updated to reflect this.</p> </div> <div data-bbox="1173 1045 1447 1390" style="background-color: #f0f0f0; padding: 5px; border: 1px solid #ccc;"> <p style="text-align: center; margin: 0;">Individuals</p> <p style="margin: 0;">Clinical issue</p> <p style="margin: 0; font-size: 0.8em;">If there is a clinical incident which led or has potential to harm, participants are advised to report it on https://coronavirusyellowcard.mhra.gov.uk. This is not for seeking immediate medical care. Medical care should be sought through the usual route of contacting 111 or 999.</p> <p style="margin: 0; font-size: 0.8em;">Non-clinical issue</p> <p style="margin: 0; font-size: 0.8em;">For incidents occurring at home, participants are advised to report any issues (something damaged, or missing or difficult to use in the kit, unable to log result etc.) to 119 in England, Wales, Northern Ireland and 0300 303 2713 for Scotland</p> <p style="margin: 0; font-size: 0.8em;">Inform school</p> <p style="margin: 0; font-size: 0.8em;">Participants should inform school about ongoing test-related problems, so that they can check if this is a wider issue across other users.</p> </div> </div> <ul style="list-style-type: none"> • If a number of tests give a void result, unclear results or leaking/damaged tubes should be recorded and reported. 	<p style="text-align: center;">Reduce the spread of Covid 19 in the school community</p>

COVID 19: Risk Assessment: Practicalities Plan			
<i>Transition</i>			
Issue / Risk	Actions Needed / Points to consider	Success Criteria	COST
New starter issues that need to be considered, issues that need to be considered:			
New entrants will not have the usual transition experience and preparation for school.	<ul style="list-style-type: none"> • PowerPoint presentation explaining Nursery School education, curriculum and routines is available on the website • Virtual tour is on the website. • Contact parents to discuss children and their needs. • Contact previous settings which children may have attended, PVI's, pre-schools • Designated area of information on the website • Provide a staggered start for new entrants so that they can settle 	<p>Although the transition program is different this year, parents have been provided with good quality information to enable their child to settle well into nursery life.</p> <p>New entrants are as familiar with their new setting as they can be.</p> <p>Parents are very positive about the preparations the nursery has made to meet their child's needs.</p> <p>The staggered start system worked well to support a positive start for all new entrants</p>	0