


ELC RISK ASSESSMENT – August 2021



PITMEDDEN ELC RISK ASSESSMENT – August 2021

Department: Education and Children’s Services	RISK ASSESSMENT GUIDANCE (ELC Settings)	Aberdeenshire COUNCIL 
Process/Activity: Infection Prevention & Control	Location: Pitmedden ELC Establishment Aberdeenshire Council	Date: 27/08/2021 - Updated 07/09/2021
Describe Activity: All practice around ELC establishments open during Covid-19 outbreak. Staff providing childcare and access to sites.		
Establishment Name and Location: Pitmedden School Nursery	Isolation Room Location in Establishment: Front Garden or Office Space	
<i>The response to the coronavirus COVID-19 outbreak is complex and fast moving. Advice from Government sources will be shared with staff daily on the Aberdeenshire Council staff COVID-19 site: https://covid19.aberdeenshire.gov.uk/</i>		
<p>As announced by the First Minister on Tuesday 3 August, Scotland will move beyond Level 0 from 9 August.</p> <p>Pitmedden place a high priority on reinforcing the current mitigations designed to maximise safety and reduce risks for children, young people and staff as set out in guidance.</p> <p>This is a risk assessment created from guidance written to the specifications of Pitmedden School Nursery and reflects the individual and current practice of our setting.</p>		

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LEVEL 0 REDUCE SPREAD OF INFECTION – PITMEDDEN NURSERY									
GENERAL COMMENTS									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Manager Claire Rennie & Head Teacher Lyn McGibbon will communicate extensively with the staff to ensure that they are clear and confident in implementing the required public health measures and processes – As set out within this document and taken from COVID-19 Guidance to support the safe operation of ELC settings and in Coronavirus COVID ELC .</p> <p>https://www.careinspectorate.com/images/documents/6236/Covid-19%20ELC,%20CM,%20SAC%20guidance%20-%20checklist%20of%20mitigations%20at%20August%202021.pdf</p> <p>https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/scotlands-strategic-framework/</p> <p>All children, young people and staff will continue to implement and strictly observe these mitigations maintaining good hand hygiene</p> <ul style="list-style-type: none"> • practising respiratory hygiene and cough etiquette • wearing face coverings • ensuring there is good ventilation – open windows when indoors • continuing to engage with Test and Protect and self-isolate when symptomatic or have tested positive <p>and any additional mitigations that may be identified within the risk assessment.</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults,	Transmission of Infection	X			Ensuring the right behaviours is key as a senior leadership team Claire Rennie and Lyn McGibbon will ensure that our mitigation measures are clearly communicated with all			X

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	Children and Young People	Outbreak of COVID-19			<p>service users of the nursery and school to ensure adherence. Through email and publishing online along with a hard copy kept in the nursery office which staff have read and signed.</p> <p>Effective evaluation and monitoring of measures and mitigations and their adherence will be carried out to monitor that the controls are:</p> <ul style="list-style-type: none"> • effective. • working as planned. • aligned with the appropriate mitigations for their protection level; and <p>updated appropriately as per the above, including considering any issues identified or changes in public health advice. Senior/ Lead check cleaning records and cleaning observations carried out.</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p><u>How Coronavirus Spreads:</u></p> <ul style="list-style-type: none"> • Directly: from close contact from an infected person (within 2m where respiratory secretions can enter the eyes, mouth, nose, or air ways) This risk increases the longer someone has close contact with an infected person. • Indirectly: by touching a surface, object or the hand of an infected person that has been contaminated respiratory secretions and then touching own mouth, nose, or eyes. Under most circumstances the amount of infectious virus on any contaminated surfaces is likely to have decreased significantly but 72 hours. • <i>It is understood that people may pass on COVID-19 in the 48 hours before they start to develop symptoms and up to 10 days after the symptoms start.</i> <p><u>Setting Should Ensure:</u></p> <ul style="list-style-type: none"> • Parents, carers, professionals, visitors, contractors will come on site by appointment only, unless in emergencies. • Staff to adhere to health and safety guidelines. • All staff have access to the most up to date guidance and advice on COVID-19 from Aberdeenshire Council/Government and that this is implemented. Ensure changes in Policies/Procedures are recorded and shared. (Keep a register of who has been informed). <p><u>Identified Lead: Claire Rennie EYSP</u></p> <ul style="list-style-type: none"> • Assigned coordinator will ensure effective staffing ratio & cover at short notice <p><u>Identified Lead: Claire Rennie EYSP</u></p>			X

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						<ul style="list-style-type: none"> There is a Named Child Protection Officer in ELC Setting <u>Identified Lead: Claire Rennie EYSP (DURING HOLIDAYS / OUT WITH SCHOOL HOURS) (LYN MCGIBBON -HT LEAD CPO IN TERM TIME & SCHOOL HOURS)</u> 			
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3.0 SUPPORTING THE WORKFORCE TO BE CONFIDENT (INCLUDING TESTING)									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>3.1 We have a collective responsibility to enable all staff to feel confident when returning to the workplace. They should have the opportunity to read and discuss the following:</p> <ul style="list-style-type: none"> Public Health Scotland guidance, The Strategic Framework for Reopening Schools and ELC, The framework document COVID-19: framework for decision making – Scotland's route map through and out of the crisis Advice for the Coronavirus (COVID 19): Advisory Sub-Group on Education and Children's Issues Covid Guidance to support the safe operation of ELC Settings. (20/08/2021) <p>3.3</p> <ul style="list-style-type: none"> Manager Claire Rennie & Head Teacher Lyn McGibbon will communicate extensively with their staff to ensure that they are clear and confident in implementing the required public health measures and processes in advance of settings reopening to all children. The senior leadership team (Claire & Lyn) will ensure that clear training sessions for staff on the risk mitigations set out in this guidance on our re-opening and as changes are made. Routine asymptomatic testing of ELC staff twice weekly Staff are also signposted to the appendix 13 in Infection Prevention and control in Childcare Settings. 			X

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					<p>3.5. Testing was started on Monday 22nd Feb 2021 at Pitmedden School.</p> <p>Cross Reference to Risk Assessment for Covid Testing.</p> <ul style="list-style-type: none"> isolate and access a confirmatory PCR (polymerase chain reaction) test as per their usual symptomatic testing channel, even if they are without symptoms. If their symptomatic test is negative, they can remain at work unless symptoms develop but should not consider themselves free from infection and must still adhere to all mitigations. Unless identified as a close contact of someone testing positive as per Guidance from Track and trace. On the occasion that a symptomatic staff member has used a LFD test and has returned a negative result, they should still self-isolate and arrange a PCR test. <p>3.11 Anyone who experiences symptoms of coronavirus must self-isolate immediately and arrange a PCR test at www.gov.uk/get-coronavirus-test</p> <p>People with symptoms must not rely on a negative LFD result to continue to attend Pitmedden Nursery.</p>			

3.28 COMMUNICATION

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
			H	M	L		H	M	L

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Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>3.28</p> <p>Claire Rennie will ensure that all Inductions for new staff will include guidance on the setting's risk assessment for safe running in the COVID-19 Pandemic and measures to ensure good infection prevention and control.</p> <p>3.30</p> <ul style="list-style-type: none"> • Pitmedden Nursery communicates any new arrangements to parents and carers in advance of children starting nursery and when there are new routines and procedures that children and families will need to understand and follow. • We reinforce the need for parents/carers to physically distance and wear face covering when dropping off/ collecting children • Settings should also include information risk mitigation measures in information for new families taking up places. • Parents/carers are signposted to the published document online • Additional arrangements for sharing information between staff, families & between settings will be agreed to ensure there are clear lines of communication, where face to face contact is reduced. • When communicating electronically Pitmedden nursery considers the General Data Protection regulations (GDPR). . <p>Where face to face communication is preferred and suitable, we ensure that the physical distancing guidance is adhered to and risk assessed.</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>In the event that Pitmedden School Nursery are informed of a positive case or cases amongst their staff or children, the senior leadership team will provide parents/carers and staff with a standard letter (template provided) advising them of the facts and providing advice.</p>			X

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4.4 SPECIAL CONSIDERATION FOR SPECIFIC GROUPS									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>At Pitmedden we :</p> <ul style="list-style-type: none"> • Have a record of Staff and Children who are clinically & extremely vulnerable. (None at this point 27/08/2021) • These must be accurate and up to date.- reviewed with every intake or new start • <u>Identified Lead is: Claire Rennie EYSP for Nursery</u> <p>4.4 Those who are at Highest Clinical Risk from Coronavirus (known as shielding):</p> <p>As the levels of COVID-19 in a local area changes, the proportionate advice for people on the shielding list in the area will change as well. People at the highest risk should follow the advice for the general public, as a minimum. At Pitmedden we have no children nor staff currently shielding.30/8/21</p> <p>Children and young people on the highest risk list</p> <p><i>The Chief Medical Officer's advice at Level 0 and beyond Level 0, is that children and young people on the highest risk list can follow the same advice as for the rest of the population. This includes attending education and childcare.</i></p> <p>Household members of people who are on the highest risk list</p> <p><i>Children and young people who live with a person who is at highest risk can attend education and childcare settings. All children attending ELC should comply with the arrangements for the reduction of risks of transmission of the virus within settings, including hand hygiene</i></p>			X

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					<p>On 27 July 2020 we published COVID-19 occupational risk assessment guidance. This guidance includes an easy to use, individual risk assessment tool that takes into account ethnicity, age, gender, BMI and health conditions to give an overall COVID-19 risk age.</p> <p>The senior leadership team at Pitmedden use this guidance to determine whether or not, the workplace is safe and it is safe for the individual to be at work.</p> <p><u>4.6 Pregnancy</u></p> <p>In line with the UK government www.gov.scotland, advice for pregnant employees, pregnant staff of any gestation should only continue working if a risk assessment advice that it is safe to do so. ELC settings and Local Authorities should follow the Royal College of Obstetricians and Gynaecologists advice to try and keep the risk of exposure as low as is practically possible for pregnant employees, particularly in the third trimester. Normal pregnancy risk assessments should be undertaken, and appropriate attention paid to mental health and wellbeing.</p> <p>There are currently no staff members pregnant at Pitmedden School Nursery however we would signpost to the above documentation and links should we be informed of a pregnancy.</p> <p><u>4.7 Support for Minority Ethnic Children, Young People and Staff</u></p> <p>There is wider evidence that children, young people and adults from Minority Ethnic background who are infected with COVID-19 seem to be at higher risk of severe disease. Settings should respond to requests for additional protection on an individual basis and ensure this is reflected in the "Individual Risk Assessment" No requests nor discussions as of 30/8/21</p> <p><u>4.8 Support for Children with Additional Support Needs</u></p> <p>Every child will have different levels of support. At Pitmedden we consider the individual needs of the child or young person. Where there is a need to work in close proximity with adults and children the appropriate safety measures will be put in place, based on a risk assessment.</p> <ul style="list-style-type: none"> Where required we will carry out an individual risk assessment, considering the individual needs: 								X									
			X																		X	
																						X

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						<ul style="list-style-type: none"> Claire Rennie will review existing documentation for individual pupil (Inc. behavioural/medical risk assessments, MAP, PEEP) with parents & carers and update considering current guidance. Where manual handling / personal care is required, at least two members of appropriately trained staff will be available. We will establish where additional support is needed and wear PPE when providing direct personal care. Only essential staff will enter the designated room where personal care is being carried out to minimise contacts and ensure distancing in the smaller space. Establish a cleaning routine for specialist equipment for children with additional support needs, sensory rooms, to ensure safe use. Senior Leadership team will ensure Personal Plans are in place for all children within 28days of starting setting, EYSP to ensure these made together with all the professionals involved , the child, parents /carers then are shared with Team & Parent / Carers. <p>Other: Parentzone Scotland Parent Zone (education.gov. scot)</p>			

4.9 CLEANING

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			All cleaning at Pitmedden is carried out in accordance with COVID-19 – guidance for non-healthcare settings (which includes advice on, amongst other things, detergents/ cleaning products) and Infection Prevention and Control in Childcare Settings guidance. Carried out with HH103 Covid Guard Spray and cloth (with adherence to contact time)or hot soapy water.			X

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			X		<p>https://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-non-healthcare-settings/</p> <p>https://www.hps.scot.nhs.uk/web-resources-container/infection-prevention-and-control-in-childcare-settings-day-care-and-childminding-settings/</p> <p>4.5 General Cleaning:</p> <p>Settings should ensure regular (at least twice daily) cleaning of commonly touched objects and surfaces (e.g., desks, handles, dining tables etc.) At Pitmedden we carry out 2 hourly hot spot cleaning of commonly touched areas and surfaces.</p> <ul style="list-style-type: none"> • Toys and equipment that children access are cleaned when groups of children change (e.g., between sessions, if children changing) daily and at the end of a session. • Toys and equipment are cleaned at the end of the day or in the morning before the session begins using standard detergent and disinfectant that are active against viruses and bacteria. Run through the dishwasher or with HH103 covid cleaner. • Toys and equipment out are easy to clean. • Resources such as sand, water & playdough are used with regular cleaning of equipment/resources. Water & Playdough are replaced on a daily/sessional basis or when groups change. <p><u>Toys & Resources going between Home & Setting</u></p> <ul style="list-style-type: none"> • Children are discouraged from bringing Toys from home. • Transitional objects, comforters or toys are welcomed however having given consideration as to how these are used and stored –They are used to aid settling then placed in the child’s own bag. These should not be shared with other children. <p><u>Comfortable Areas</u></p> <ul style="list-style-type: none"> • Soft furnishings such as throws, if required, are used and washed as per instructions • Sleep – children have individual bedding and this is washed after use daily. <p><u>Clothing</u></p> <ul style="list-style-type: none"> • Parents will, where possible, provide clothing for outdoor play. • Children will not share outdoor clothes or footwear. 			X
			X					X
			X					X

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			X		<ul style="list-style-type: none"> • Clothing belonging to Pitmedden is allocated to one child, within the session & laundered/cleaned before being used by another child. <p>Eating</p> <ul style="list-style-type: none"> • All surfaces within snack/eating area must be wiped down & disinfected between group of children (e.g., tables, cupboards, microwave, kettle etc.) • Crockery, utensils & equipment in eating/snack area/kitchen should be cleaned with general-purpose detergent & dried thoroughly before being stored and reused. • Staff should use their own cup/cutlery and ensure these are cleaned straight away. These should be dried thoroughly before being stored & reused. • Staff will not share communal areas if they cannot socially distance – cleaning schedules are in place. • Avoid leaving food stuffs (e.g., crisps, open sandwiches) exposed and open in communal areas. <p><u>Enhanced – High Frequency Touch Point Clean – Category 2 (Aberdeenshire Guidance for Cleaners –</u></p> <p>Cleaners should be wearing, type IIR, Face Coverings at all times</p> <ul style="list-style-type: none"> • When building has been closed for many weeks, appropriate and thorough cleaning must take place before opening. • Open doors and windows to encourage natural ventilation. • Increased cleaning frequency of frequently touched surfaces, two hourly and before and after meals and snacks takes place. • Cleaning materials to be made available throughout the session for staff. These will be provided by Janitorial /Cleaning Services. • Staff to devise a cleaning schedule and identify procedures and cleaning products to be used. Cleaning schedule to be recorded. • Cleaning materials to be stored for ease of use and to avoid cross contamination. • Follow manufactures instructions for dilution, application, and contact times for surfaces. • Avoid creating splashes and spays when cleaning. • Routine cleaning and disinfection of frequently touched objects and surfaces e.g., telephone, chairs keyboard, tablets, desks, tables, light switches, taps and door handles. 			X
			X					X

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						<ul style="list-style-type: none"> • Routine toilet cleaning, paying attention to touch surfaces- doors, flush handles, soap, and paper product dispensers. • Avoid leaving food stuff exposed and open for communal sharing unless individually wrapped. • When undertaking general cleaning, double glove, and change top pair of gloves often. • Cleaning Equipment & spray bottles should be clean before use and thoroughly cleaned afterwards • All disposable items worn should be double bagged and then placed in normal waste <p><u>Specific cleaning advice is available in:</u></p> <ul style="list-style-type: none"> • ‘Cleaners infection control procedures V1.1 21.04.20” produced by Rab Birnie • Ask your HT to share this document with you. • s ‘Suma Bac D10 – User’s manual’ produced by cleaning services Aug 2020. PowerPoint will be available. <p><u>Decontamination and Focused Clean – Category 3 – (Aberdeenshire Guidance for Cleaners 26.11.20)</u></p> <ul style="list-style-type: none"> • If you are unsure of any of the procedures necessary to carry out an enhanced clean or feel you don’t have the necessary supplies STOP AND CONTACT YOUR LINE MANAGER. Or line manager who should contact the cleaning services. <p>PPE – Disposable gloves, disposable aprons and Type IIR masks must be worn to carry out decontamination clean.</p> <ul style="list-style-type: none"> • PPE to be put on just outside of the contamination area and removed outside area of contamination • Once a possible case has left the premises a thorough decontamination clean must take place • Cleaning should include the persons immediate workstation for a radius of 2metres and any area the individual has spent more than 15minutes in. • Investigations as to where the individual has been needs to be identified by the building management and reported to the relevant person. • The Head of Establishment should decide who should carry out the cleaning depending on immediate availability of cleaning staff, site-based staff and or ability to isolate the area. • Consideration should be given to isolate immediate and wider are until relevant staff have been briefed and have the appropriate PPE and equipment ready to use. 					X
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						<ul style="list-style-type: none"> • Head of Establishment to contact Cleaning Services to advise if cleaning staff are to undertake the clean. • Cleaning Services will contact cleaning staff, directly to provide information as to cleaning requirement & arrange any additional training/guidance or support. Cleaning Services may also be contacted to provide guidance for site-based staff who are undertaking clean. • Disinfect ALL surfaces in the room/area the person was isolated/placed, including all potentially High Contact Areas such as handles, grab rails, bathrooms, telephones, IT equipment and service user equipment e.g., wheelchair • Ideally OXIVIR Plus should be used but SUMA BAC D10 can be used. Follow manufacturer's instructions for dilution, application and contact times. • DISPOSABLE CLOTHS/PAPER ROLL MUST BE USED. • Use blue and red mops as usual but dispose of after use • ALL disposable items used in decontamination/focused clean- Category 3, including cloths, paper roll and mophead, PPE or items which have been in contact with a suspected case, should be double bagged and tied. • Double bag should be put in a secure location. • Double bag should be stored for 72 hours and dated/labelled when the 72 hours starts and finishes. • Double bags can be disposed of in normal waste after the designated 72 hours quarantine. <p style="text-align: center;">HANDS MUST BE WASHED WITH SOAP AND RUNNING WATER</p> <p><u>Body Fluid – Deep Clean – (Major Infection Incident) – Category 4 (Aberdeenshire Cleaning Guidance - 26.11.20)</u></p> <p><u>Information Only:</u></p> <ul style="list-style-type: none"> • If there is an actual physical, visible contamination such as a body fluid spill, then STOP AND CONTACT YOUR LINE MANAGER who should contact the cleaning services. • Only suitably trained personnel should use Spill Kits to clean blood or body fluid spillages. • If no Spill Kit is available, the SLT should cordon off the area place paper towels over the spill and spray with disinfectant product. SLT to notify janitorial/cleaning services. • If furnishing is heavily contaminated, you may have to discard it. 			
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					<ul style="list-style-type: none"> In the event of sharps needing to be dealt with, notify building management, cordon off the area and notify a suitably trained operative to deal with – 26.11 20 <p><u>Products and Cloths</u></p> <ul style="list-style-type: none"> SUMA BAC D10: Cleaner Disinfectant – suitable for all areas during an outbreak SANI 4 in 1: Acidic based Cleaner Disinfectant (Accelerated Hydrogen Peroxide) – only suitable for use in toilets OXIVIR: broad Spectrum Cleaner Disinfectant (Accelerated Hydrogen Peroxide) – suitable for all areas during outbreak. DO NOT use at same time as COVIDguard <p><u>Two Stage Cleaning</u></p> <p>Clean and then disinfect - for soiled surfaces</p> <ul style="list-style-type: none"> Clean until surfaces are visibly clean Disinfect leaving products on surface as per manufactures contact time guidance <p><u>One Stage Disinfection:</u> For visibly clean surfaces</p> <ul style="list-style-type: none"> Apply disinfectant leaving product on surface as per manufacturers contact time <p><u>Spray Bottles & Non-Disposable Cleaning Equipment</u></p> <ul style="list-style-type: none"> Mop handles, spray bottles trigger mechanism and other frequently touched parts of cleaning equipment should be wiped with disinfectant and left to air dry at the end of cleaning shift. <p><u>Microfibre Cloths/ Colour coded cloths</u></p> <ul style="list-style-type: none"> To be laundered in Washing Machine at a minimum temperature of 60 degrees. Do Not use fabric conditioner. If NO washing machine facilities are available disposable cloths should be considered Disposable Cloths must be used for Category 3 cleans and above <p><u>Laundry</u></p> <p>Any contaminated item of personal clothing used by an individual should be double bagged and tied and returned to the individual.</p>			
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					<p><u>Update for Cleaners:</u></p> <ul style="list-style-type: none"> • All cleaners and staff must be aware of individual schools Risk Assessments. • Extra cleaning hours provided during the primary/secondary day include ELC • Infection Control Refresh Clean will vary from setting to setting but will typically be done between 10:00-11:30 – 26.11.20 • School cleaners will clean surfaces and high frequency touch points (HFTPs). Surfaces will then be suitably disinfected and allowed to remain wet for the recommended contact time. Surfaces and HFTPs will be wiped to remove any residue. • HFTPs may need to be rinsed periodically to remove any residue – 26.11.20 • Different Products should NOT be used on the same surface at the same time. – 26.11.20 • Cleaners will clean communal areas (defined as non-classroom educational areas such as corridors, stairwells, libraries, staffroom / kitchen area, staff toilets and changing room/pupil toilets which are used by the school during school hours. • Areas or items used by individual staff or pupils are the responsibility of the individual to clean (e.g., keyboards, iPads etc). • Individual offices, dining areas and school kitchens will not be cleaned. • HFTPs should be cleaned regularly by staff, especially where it is observed that multiple people are touching a surface. Add link to additional infection control refresh document. <p><u>Update Equipment:</u></p> <ul style="list-style-type: none"> • One use cloth if safe can be used more than once if they are laundered. These should be disposed of when they become worn. • Non disposable mops can be used more than once for regular routine cleaning but should be cleaned through between uses. Where you have bodily fluid spills cleaning including a suspected COVID-19 case use disposable mop/cloths, follow the guidance, and dispose of them immediately. <p><u>Updated Symptoms:</u></p> <p>Advice from the Health & Safety team is that once a symptomatic person has left the premises the area/room where they have been needs undergo an enhanced clean as soon as possible.</p>		
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					<p>Guidance and Links:</p> <p>https://hpspubsrepo.blob.core.windows.net/hps-website/nss/2973/documents/1_covid-19-guidance-for-non-healthcare-settings.pdf</p> <p>https://www.hps.scot.nhs.uk/web-resources-container/infection-prevention-and-control-in-childcare-settings-day-care-and-childminding-settings/</p> <p>https://hpspubsrepo.blob.core.windows.net/hps-website/nss/2448/documents/1_infection-prevention-control-childcare-2018-05.pdf</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>Cleaning of staff areas is integral part of the overall cleaning strategy and schedules detail routine and deeper cleans.</p> <p>If soft furnishings (such as throws and bedding) have been used by a child who shows symptoms of COVID, they should be removed and laundered as quickly as possible.</p>			X

4.10/4.11 TEMPERATURE & VENTILATION

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Pitmedden School nursery staff will ensure the opening of doors & windows which increase natural ventilation are safe:</p> <p>Greater emphasis should be placed on ventilation, by keeping windows open as much as possible, and doors open when feasible and safe to do so – 4.4.21</p>			X

					<p><u>ABERDEENSHIRE COUNCIL VENTILATION & HEATING Version 1.0 - 29.10.20</u></p> <ul style="list-style-type: none"> • Ventilation is an important factor in mitigating against the risk of aerosol transmission of the COVID-19 virus • But schools are required to maintain internal temperatures and conditions in line with the School Premises Regulations, therefore it will be unlikely to be able to keep external doors and windows open or open for as long in warmer periods, secure & maintain internal temperatures. <p><i>Janitorial Support Teams are able to support with the logging of any calls concerning window opening faults if detected. FES have been advised to prioritise any calls for windows that cannot open / are hard to open. – Stacey Janitor at Pitmedden : 07342091848</i></p> <ul style="list-style-type: none"> • Internal fire doors must be closed should an evacuation take place, when the space is not in use and a responsible adult must be present if propped open and the Fire Risk Assessment updated. • These temporary procedures are only allowed as a result of the need to ensure ventilation in all spaces where people are present and revised documents must be shared with all relevant parties. <p><u>Balance of Ventilation & Internal Temperature</u></p> <ul style="list-style-type: none"> • Partially open doors and windows to provide ventilation, while reducing draughts • Opening high level windows, in preference to low level windows to reduce draughts • Refreshing air in spaces by opening windows & external doors, at times which avoid user discomfort (e.g., between sessions or when children are outdoors). <p><u>In Local Authority Settings,</u></p> <ul style="list-style-type: none"> • For all settings, an adequate level of ventilation is likely to be indicated by a CO2 concentration of no greater than 1500ppm as measures by a CO2 monitor. • Where settings have CO2 monitor, we advise you to use this to assess your setting periodically. Updated 17.2.21 • Minimum ventilation change is 2 air changes per hour doors and windows open. • Minimum temperature is 17C.* • Keep doors open (with appropriate regard to safety & security) may also help reduce frequent touch contact. However internal fire doors should never be held 			
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						<ul style="list-style-type: none"> open (unless assessed and provided with appropriate hold open and self-closing mechanisms, which respond to the actuation of the fire alarm system. Updated 17.2.21 			
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4.12 HANDWASHING										
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls			
			H	M	L		H	M	L	
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p><u>We will ensure that we:</u></p> <ul style="list-style-type: none"> Provide supplies of tissues, soap, paper towels in all areas. Staff and children wash hands with soap and water for 20 seconds. Dry hands thoroughly with paper towels/kitchen rolls and dispose of in a foot pedal bin. Where it is age appropriate, Hand dryers can be used. Anti-bacterial handwash is not recommended for children when soap and water is available. Alcohol and non-alcohol-based gels/hand rubs should be discouraged in children under 5. In Pitmedden this is only used by staff or adults in the setting. If there is no running water, hand wipes can be used. If wipes are being used in this situation, it is recommended that hands are washed with running water as soon as possible. All handwashing facilities should be able to be accessed by the child (e.g., provide step to reach sink etc.) Antibacterial hand gel should be made available to parents & staff at the entrance to setting. Staff should ensure enhanced hygiene measures are in place, including washing their own and the hands of all children. 				X

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						<p>Wash Hands:</p> <ul style="list-style-type: none"> • On arrival at setting. • Before & after Putting on & Removing PPE • Before & after Intimate & Personal Care • Before & after cleaning equipment & environment • Before & after eating. • After toileting. • At regular intervals throughout the day. • When moving between different areas e.g., between rooms or inside/outside. • After blowing nose/sneezing. • Use a tissue or elbow to catch coughs or sneezes. Person to dispose of tissue in a bin. • Staff should supervise and support of children wash hands effectively. There should be daily reminders/demonstrations of how to do this. • Never share communal bowl to wash hands. • Encourage children not to touch face – use distracting methods rather than asking them to stop. • Settings should try to provide hand washing facilities outdoors. • Staff hair should be tied back where appropriate and clothes changed daily. Children encouraged to also tie hair back. <p>https://www.gov.scot/publications/coronavirus-covid-19-phase-3-guidance-on-reopening-early-learning-and-childcare-services/pages/infection-prevention-and-control/</p> <p>https://creativestarning.co.uk/early-years-outdoors/hand-hygiene-outdoors/</p>				X
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4.13 TOOTHBRUSHING

Hazard	Person's Affected	Risk	Risk Level Before Controls	Control Measures (Benefits)	Risk Level After
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							Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Toothbrushing will continue at Pitmedden where there are adequate facilities to do so. We adhere to the updated Child Smile Guidance: Cross reference to the Toothbrushing guidance & measures in place at Pitmedden as displayed on posters within the areas and for staff reading and understanding. http://www.child-smile.org.uk/professionals/Coronavirus-Return-of-supervised-daily-toothbrushing-in-nursery-and-school-settings.aspx PPE only required if we would normally use it for Toothbrushing. Please see hard copy COVID 19 Interim Child Smile Toothbrushing Standards in Nursery & Schools. (Sept 2021)			X

4.14 PPE

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	x			No additional PPE Measures are required for General Use in Early Learning & Childcare Settings.			x

				<p>It is the responsibility of the Head Teacher Lyn McGibbon to ensure that we have sufficient stocks of PPE within their school (including EYSP in the ELC Setting) at all times – the current guidance from procurement is always having 4 weeks stock on site.</p> <p><u>Use of PPE in ELC settings should continue to be based on a clear assessment of the risk and need for an individual child, i.e., personal care.</u></p> <p>If a risk assessment (individual or organisational) states that PPE is required, use HSE Personal Protective Equipment (PPE) at Work Guide to identify what PPE is required.</p> <ul style="list-style-type: none"> • PPE is readily available to staff • Staff are trained how to use it, including how to put on, take off and dispose of appropriately. • Waste Facilities should be provided. <p><u>Staff should continue to follow existing guidance on the use of PPE:</u></p> <ul style="list-style-type: none"> • Staff carrying out intimate care should wear disposable, single-use plastic aprons and gloves • Staff should have access to disposable single use gloves for spillage of blood and other bodily fluids, disposing of dressing and equipment (Local infection control procedures and safety protocols should be stringently followed. Training should be provided). • Training to include putting on/taking off of PPE, disposal of soiled items, laundering of clothes- including uniforms & staff clothing, laundering of towels & linen, cleaning personal equipment, for children, such as hoists & wheelchairs. • Hand Hygiene is essential before and after all contact with a child receiving intimate or personal care, before putting on/removing PPE and after cleaning equipment and environment. Hands should be washed with soap and water. <p><u>Types of PPE required for specific circumstances:</u></p> <ul style="list-style-type: none"> • ROUTINE ACTIVITIES – No PPE required • SUSPECTED COVID-19 – Gloves, apron, and a fluid-resistant surgical mask when direct personal care needed. Eye protection if a risk assessment determines there is a risk of splashes to the eyes. Gloves and aprons worn when cleaning the areas where suspected case has been. 			
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					<ul style="list-style-type: none"> • INTIMATE CARE – Gloves and apron. Surgical face masks and eye protection can be worn if there is a risk of splashing. Gloves and aprons worn when cleaning the area. • GENERAL CLEANING – Disposable Gloves • CLEANING TOILETS – Chemical Resistant Gloves <p><u>PPE Equipment is: (specific PPE to be identified for each specific circumstance)</u></p> <ul style="list-style-type: none"> • Aprons -change after every use (single use) • Gloves - change after every use (single use) • Fluid Repellent Surgical Masks –change after every use (single use) • If there is risk of spitting, or facial exposure to bodily fluids - then eye protection will minimise risk. • First Aid trained staff to be informed of protocol and follow procedures • All First Aid Kits to contain PPE: gloves, aprons, and masks. • All toilet areas to contain signage highlighting good handwashing routines. <p>Where manual handling / personal care is required, at least two members of appropriately trained staff should be available. It should be established if this additional support is needed and wear PPE when providing direct personal care.</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>Use of PPE should be based on a clear assessment of risk and need for an individual child or young person, such as personal care where staff come into contact with blood and body fluids</p> <p>In cases of suspected COVID-19, the following use of PPE may be considered:</p> <ul style="list-style-type: none"> • A fluid-resistant surgical mask if 2 metre physical distancing cannot be maintained. • Where the child needs direct personal care, gloves and aprons, fluid-resistant surgical mask and eye protection (goggles or a visor) should be worn by staff. • Gloves and aprons will be used when cleaning the areas where the child has been. <p>Where the use of PPE is risk assessed as being required, staff should be trained in how to put on and take off PPE (as required by Health and Safety Regulations), and suitable waste facilities provided</p>			X

4.15 INTERNATIONAL TRAVEL

Hazard	Person's	Risk	Risk Level	Control Measures (Benefits)	Risk Level
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	Affected		Before Controls				After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Policy on international travel is updated regularly. Detailed and up-to-date guidance is available at International travel and quarantine.</p> <p>Pitmedden School Nursery as a provider will engage with children and their families to ensure adherence to the legal requirements. Local health protection teams are available to offer further support where providers have concerns.</p> <ul style="list-style-type: none"> • Check regular updates to be found at www.gov.scotland (international travel and managed isolation) • Providers should ensure they are familiar with the most up to date list of exempt countries. • Providers should engage with children and their families to ensure adherence to the legal requirements. • Local Health Protection Teams can be available to offer further support. <p>Links: https://www.gov.scot/publications/coronavirus-covid-19-public-health-checks-at-borders/pages/exemptions/</p>			X

4.16 STAYING VIGILANT & RESPONDING TO COVID-19 SYMPTOMS

Hazard	Person's Affected	Risk	Risk Level Before	Control Measures (Benefits)	Risk Level After
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			Controls				Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Pitmedden ELC settings will ask staff and parents and carers to be vigilant for the symptoms of COVID-19, and to understand what actions they should take if someone develops them, either onsite or offsite.</p> <p>It is essential that people do not attend a setting if symptomatic.</p> <p>Everyone who develops symptoms of COVID-19 must self-isolate straight away, stay at home and arrange a test via the appropriate method.</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>We as a leadership team will ensure that everyone is routine reminded of the key COVID symptoms:</p> <ul style="list-style-type: none"> ● new continuous cough ● fever/high temperature ● loss of, or change in, sense of smell or taste (anosmia) <p>All staff and parents and carers will be reminded that anyone with these symptoms should not attend, or should be asked to return home. They should also be told to follow Test and Protect procedures.</p>			x
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	x			<p>All staff working at Pitmedden Nursery will be supported to follow up to date health protection advice on household or self-isolation and Test and Protect procedures if they or someone in their household exhibits COVID-19 symptoms, or if they have been identified by NHS contact tracers as a close contact of someone with the virus. Guidance on this is available from NHS Inform.</p>			x
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Now we are at beyond level 0, there is no requirement for close contacts to self-isolate, as long as they are double vaccinated - with at least two weeks having passed since the second dose - and take a PCR test that comes back negative.</p>			X

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Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Beyond Level 0, there will be no blanket requirement for children aged under 5 who are close contacts of positive cases to self-isolate. This applies regardless of whether the close contact is with a case in the ELC setting, household or elsewhere			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Key points to ensure that parents, carers and staff are aware of are as follows:</p> <ul style="list-style-type: none"> • Staff, children or young people who develop the symptoms of COVID-19, or who test positive using PCR or LFD tests, must self-isolate immediately in line with NHS guidance. • Everyone who develops symptoms of COVID-19 – a new, continuous cough; fever or loss of, or change in, sense of smell or taste - must self-isolate straight away, stay at home and arrange a test via the appropriate method (see below). This applies to adults and children. • With the exception of those aged under 5, people who live in the same household as a person with symptoms must self-isolate straight away and stay at home. These people should not attend settings. • Parents/carers who are self-isolating while they wait for the results of their PCR test, or who have received a positive PCR test should not leave the house to bring children to or from settings. They should make arrangements for someone else to do this on their behalf or, if that's not possible, children should stay home with parents/carers. • With the exception of those aged under 5, all contacts should to take a PCR test. • From 9 August 2021, for those under the age of 18 and for adults who have received both doses of the vaccine, the self-isolation can end on receipt of a negative PCR test result. Until then and for all other groups, a negative PCR result doesn't replace 			X

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					<p>self-isolation and they must still complete the 10 day isolation period recommended for contacts, as they may still be incubating the COVID-19 virus.</p> <ul style="list-style-type: none"> • It's not the responsibility of managers to check whether close contacts who return to work after a negative PCR test have been fully vaccinated. Managers should assume that staff are following the self-isolation advice available on NHS Inform. There is a useful decision aid at following link: When and how long to self-isolate due to coronavirus • Any contact who has a positive test during their isolation period will be managed as a case and subject to contact tracing. • ELC setting staff who opt to undertake asymptomatic testing do not need to self-isolate while awaiting results, as long as no symptoms develop (however, as set out above, if they are a close contact of a symptomatic or confirmed case, they will need to self-isolate and take a PCR test). If their asymptomatic test is positive, the member of staff must isolate until a confirmatory PCR is received, even if they are without symptoms. If their asymptomatic test is negative, they can remain at work unless symptoms develop but should not consider themselves free from infection and must still adhere to all mitigations • if the PCR test is positive, the person must remain in isolation until 10 days from symptom onset, or longer if symptoms persist or 10 days from the test date if there are no symptoms. The date of onset of symptoms (or of test, if asymptomatic) is to be considered day 1 of 10 • everyone who tests positive for COVID-19 will be put in touch with the local contact tracing team so that other close contacts can be identified. With the exception of 			
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					<p>those aged under 5, all close contacts who are in the same household as confirmed cases must self-isolate immediately and take a PCR test</p> <ul style="list-style-type: none"> everyone who needs to self-isolate as close contacts of confirmed cases must continue to do so for 10 days from their last day of exposure to the case. In a household, the 10 days starts on the date of symptom onset in the first case unless otherwise advised by Test and Protect or local Incident Management Teams, where staff do not have symptoms but are self-isolating as a close contact of a person who is a confirmed case, other people in their household will not be asked to self-isolate along with them. 			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		We ensure that all staff are aware of how to access testing - Staff can book a test through www.nhsinform.scot , the employer referral portal (for staff only – see below) or, if they cannot get online, by calling 0800 028 2816. Parents and carers can book a test on a child’s behalf.			X

4.17 TEST & PROTECT

Hazard	Person’s Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
			H	M	L		H	M	L

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<p>Spread of Infection - Transmission</p>	<p>Staff & Service users – Adults, Children and Young People</p>	<p>Transmission of Infection Outbreak of COVID-19</p>	<p>X</p>			<p>3.3</p> <ul style="list-style-type: none"> • Managers should ensure that all staff members are clear and confident in implementing the required public health measures and processes. • There must be training sessions for staff on the risk mitigations set out in this guidance. • Routine asymptomatic testing of ELC staff <p>3.4</p> <ul style="list-style-type: none"> • Routine asymptomatic at-home testing using lateral flow devices (LFD), twice a week to all day care of children services, is now available. • This will not replace the existing procedures for testing of staff who have symptoms of COVID-19 -19. <p>3.7</p> <ul style="list-style-type: none"> • Testing will be voluntary, and nobody is required to undergo testing without consent, or excluded from a setting if they do not wish to be tested. • However, we are asking that staff be encouraged to participate, to contribute to the wellbeing of everyone in their setting. <p>3.8</p> <ul style="list-style-type: none"> • If staff are working from home, and not attending a setting, they should not participate. • Any person who has had a positive COVID-19 result confirmed COVID-19 diagnosis in the previous 90 days is exempt from further testing unless they develop symptoms, in which case they should stay at home and arrange a PCR test via the usual NHS inform route. This is because while you may no longer be infectious, a PCR test repeated within 90 days, can detect fragments of coronavirus genetic material that have not yet left your system. This means, you can still get a positive test result several weeks after you have had coronavirus and are no longer infectious. <p>3.9</p> <ul style="list-style-type: none"> • All staff, student on placement, and children and families, should continue to be vigilant for coronavirus symptoms. 			<p>X</p>
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					<ul style="list-style-type: none"> The asymptomatic testing programme using LFD testing does not replace the current testing policy for those with symptoms. If their symptomatic test is positive, the member of staff must isolate and access a confirmatory PCR (polymerase chain reaction) test as per their usual symptomatic testing channel, even if they are without symptoms. If their symptomatic test is negative, they can remain at work unless symptoms develop but should not consider themselves free from infection and must still adhere to all mitigations. On the occasion that a symptomatic staff member has used the LFD test and has returned a negative result, they should still self-isolate and arrange a PCR test. <p>3.11</p> <ul style="list-style-type: none"> Anyone who experiences symptoms of coronavirus must self-isolate immediately and arrange a PCR test at www.gov.uk/get-coronavirus-test. People with symptoms must not rely on a negative LFD result to continue to attend their setting. 			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<ul style="list-style-type: none"> ELC setting staff who opt to undertake asymptomatic testing do not need to self-isolate while awaiting results, as long as no symptoms develop, unless they are a close contact of a symptomatic or confirmed case, in which case they will need to self-isolate. Testing was started on Monday 22nd Feb 2021 at Pitmedden School. If their symptomatic test is positive, the member of staff must isolate until a confirmatory PCR is received, even if they are without symptoms. If their symptomatic test is negative, they can remain at work unless symptoms develop but should not consider themselves free from infection and must still adhere to all mitigations. If the PCR test is positive, the person must remain in isolation until 10 days from symptom onset, or longer if symptoms persist or 10 days from the test date if there are no symptoms. The rest of the household must remain in isolation for 10 days 			X

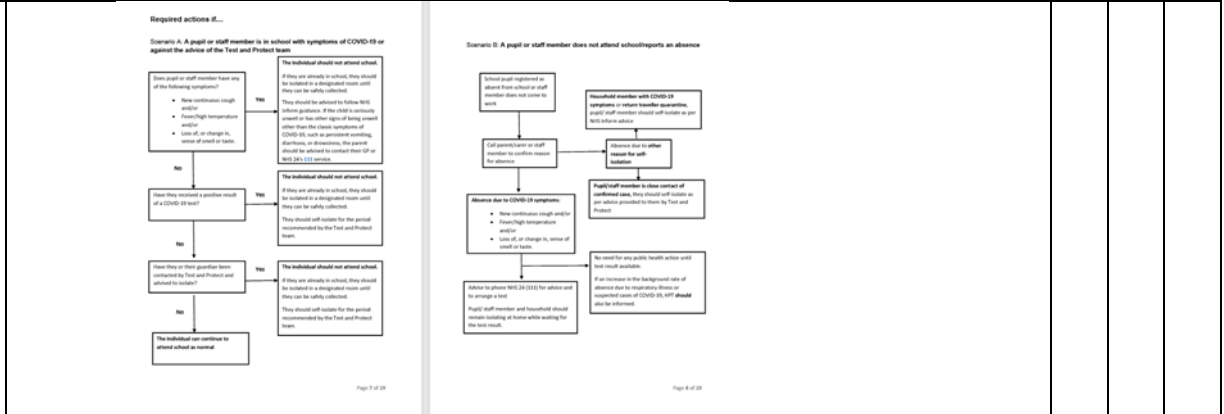
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					<p>from symptom onset in the symptomatic person, even if they don't have symptoms themselves. These people should not attend settings. The date of onset of symptoms (or of test, if asymptomatic) is to be considered day 1 of 10. (Updated 17.02.21)</p> <ul style="list-style-type: none"> • Staff and Parent who have smart phones should be encouraged to download The Protect Scotland Tracing App to help suppress the spread of COVID-19. • All staff within the setting should be aware of TEST & PROTECT arrangements, should someone become unwell. • ELCs are considered complex settings and therefore will be prioritised by the Local Health Protection Team, should they have suspected cases. • All parents/carers should mention their childcare arrangements, if contacted by or contacting Test & Protect services. • If a child or staff member tests positive, the contact tracer will consider the close contact that person has had within that setting. • ELC providers must keep clear records of children, adults and staff attending their settings. • ELC providers must keep records of which children and adults have been involved in group/bubble activities. These records will help ensure a rapid response if a positive case occurs. <p>ELC providers should maintain records of staffing capacity and plan, as much as possible, to minimise the operational impact of individual staff or groups of staff being required to self-isolate.</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>Managers and staff must be aware of Test and Protect arrangements should someone become unwell. If a member of the staff team has symptoms, they must self-isolate and not attend the setting, and must contact the NHS to arrange to be tested at 0800 028 2816 or www.nhsinform.scot. You can find more information on the COVID-19 Test and Protect webpage.</p> <p>All ELC settings are considered complex settings and cases will be prioritised and escalated to specialist local Health Protection Teams.</p>			X

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						All parents will be asked to mention childcare arrangements if contacted by or contacting the Test and Protect service.			
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4.18 OUTBREAK MANAGEMENT									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Management of outbreaks in schools is led by Local Health Protection Teams (HPTs) alongside local partners following established procedures. Ensure you know how to contact local HPT: <ul style="list-style-type: none"> • Grampian Health Protection Office Hours Tel No. 01224 558520. • Out of Hours Tel No. 0345 456 6000 (Ask for Public Health on Call) • Email Address: grampian.healthprotection@nhs.net (See flowchart NHS Coronavirus guide schools, NHS Grampian Aug 2020 – not available on-line)			X



Settings should contact their local HPT & Local Authority if there is a single confirmed case of COVID-19.

- Settings should contact their local HPT & LA if there is any suspicion that there might be an outbreak of cases (e.g., an increase in rates of absences due to suspected or confirmed cases of COVID-19).
- Settings should contact their local HPT if there is an increase in respiratory illness for further advice.
- The Test and Protect contact tracing team will be in touch with the case (or case’s parent/guardian) to identify any potential close contacts.
- The preliminary investigation by Test and Protect will identify that a school is involved. This will then lead to notification of the Health Protection Team who will undertake the relevant investigation.
- It is possible that the school may be the first organisation to be made aware of a new case of COVID19, either directly from the case (the person who tested positive) or from their parent or guardian.
- Schools are asked to maintain the confidentiality of the case where possible. If the school becomes aware of a confirmed case or cluster of cases of COVID-19 in associated with the school, they should contact the Health Protection Team for further advice before taking any public health action.

If an outbreak confirmed the ELC should work with local HPT to manage with local authority.

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					<p>Actions may include:</p> <ul style="list-style-type: none"> • Attendance at multi-agency incident management team meetings • Communications with pupils, parents/carers, and staff • Provide records of school layout / attendance / groups • Implementing enhanced infection, prevention, and control measures. <p>HPT will make recommendations on self-isolation, testing and the arrangements to do this. Any discussion of possible school closures should take place between school, local authority, and local HPTs. Schools should maintain appropriate records.</p> <ul style="list-style-type: none"> • Early Years settings should inform their Care Inspectorate in the event of any confirmed or suspected outbreak of infectious disease and specifically COVID-19. <p>https://www.careinspectorate.com/index.php/coronavirus-professional</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>Setting must contact their local health protection team immediately if there is:</p> <ul style="list-style-type: none"> • any suspicion that there may be an outbreak of cases, i.e. two or more confirmed cases in 14 days; • or an increase in the background rate of absence due to suspected or confirmed cases of COVID-19. <p>Setting must also notify the Care Inspectorate in the event of a suspected case and all confirmed cases of COVID.</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>Settings should maintain records to support outbreak identification and investigation, including attendance records and reasons for absence. When information sharing is needed during management of an incident there is a duty to both protect and share personal information between those participating in the IMT such as test results and contact details</p>			

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4.20 STUDENTS									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Pitmedden student placements will begin to be accommodated within Pitmedden for placement. Guidance and Toolkits are is being developed to support these placements.</p> <ul style="list-style-type: none"> All staff, students on placement, and children and families, should continue to be vigilant for coronavirus symptoms. <p>support colleges and childcare settings to offer placements to HNC students in academic year 2021-22, SSSC have published an Employer Toolkit to provide further information to support placement providers, students and centres to support the safe return of students to placements. Read the toolkit.</p>			X

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4.21/4.22 LIMITING STAFF & CHILDREN CONTACTS									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			19 JULY - Settings must apply proportionate, risk-based approaches to limiting contacts, managing children within groups. However, the only restriction on group size is registration capacity.			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Staff members should work with the same groups wherever possible. When agreeing staff working patterns, settings are encouraged to maintain as much consistency as possible in the staff who work in close proximity, especially in areas where physical distancing is more challenging.			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>4.21/4.22 LIMITING STAFF & CHILDREN CONTACTS</p> <p>Reducing the number of interactions that children and staff have a key part of reducing risks in settings. This will reduce likelihood of direct transmission and allow for more effective contact tracing:</p> <ul style="list-style-type: none"> Staffing Ratio's remain as per our Care Inspectorate guidance and registration. Pitmedden Nursery is running as two bubble groups, one with a bubble total number of 33 and the other of 23 numbers correct as of May 2021. Reverting to 1 bubble of 51 children on August 19th 2021. Children are not required to physically distance from each other or adults. 			X

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					<ul style="list-style-type: none"> It is important for children to feel secure and receive warmth and physical contact that is appropriate to their needs, in particular, when they are receiving personal care, being comforted and reassured. Keyworkers will need to be close to the children and should feel confident to do so. Staff must physically distance by 1-2 metres at all times. A flexible approach to the use of existing spaces, within the setting, should be considered. We have and continue to should be given to the remove unnecessary items in the setting to maximise capacity and decrease the number of items requiring cleaning. Setting should ensure that children still have adequate resources and furnishing to support quality experiences. Sharing of resources should be minimised. Where resources are used by different groups (e.g., on rotational basis) they should be cleaned in accordance with most up to date guidance. 			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/limiting-childrens-contacts/</p> <p>See table on above link for details of cohort sizes – Level 0 and beyond The only restriction on group size is registration capacity.</p> <p>When settings are making decisions about exact cohort size (within the maximum specified above), they should consider the impact on the number staff required to self-isolate when one or more person in the group tests positive.</p> <p>At Pitmedden we have 51 registered children and 9 staff members(7 staff)</p> <p>This includes in Level 0 and below where settings should demonstrate that they have considered the risks if they decide not to retain restrictions on group size.</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection	X		Staff should ensure strict hygiene practices are carried out if they are caring for different groups. Adults should seek to maintain the appropriate physical distance from other adults at all times (see Physical distancing between adults section).			X

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		Outbreak of COVID-19			Adults (except those who are medically exempt) must wear face coverings whenever it is not possible to maintain the appropriate physical distance			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		Consideration should be given to the removal of unnecessary items in the setting to maximise capacity and decrease the number of items requiring cleaning, while ensuring the children still have adequate resources and furnishings to support quality experiences			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		Just as reducing the number of interactions that children and staff have is a key part of reducing risk in settings, so too is reducing the number of interactions that staff have with each other.			X

4.23 MAXIMISING USE OF OUTDOORS

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Evidence suggests that outdoor environments can limit transmission, as well as more easily allowing for appropriate physical distancing between children and staff. ELC provisions should maximise opportunities for outdoor play and activities.</p> <ul style="list-style-type: none"> • If outdoor equipment is being used, we ensure that multiple groups of children do not use it simultaneously, considering appropriate cleaning between cohorts of children using it. • For outdoor sandpits or mud kitchens, staff should clean equipment which the children use between groups using them or daily. 			X

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					<ul style="list-style-type: none"> • Staff plan for children to enjoy active energetic play across the day and this may include making use of other areas near to the service. • Within any public spaces staff are aware, always, of the need to physically distanced and to keep groups of children distanced from any other children or adults who may be in the vicinity. • Staff are take the necessary precautions to protect children from the elements and this should include suitable clothing, head coverings and sunscreen. Advice on sun safety is available from the NHS. • Parents are provide all weather appropriate clothing, if they can, to avoid children sharing items. • Staff and children do not share outdoor clothing. Ensure that every person has their own designated jackets/wellies etc. These should be washed regularly and stored appropriately. (All changes of clothes should be kept in setting and should not go back and forwards from home.) <p><u>Offsite Provision</u></p> <p>Specific consideration should be given to taking children out into the local community. Every offsite trip requires planning, and a risk assessment should be created detailing the unique circumstances of that trip e.g., weather, ratios, location, staff, COVID-19 prevention measures etc.</p> <p>Guidance and Links: https://hub.careinspectorate.com/media/1157/delivering-play-and-learning-environments-outdoors-practice-note.pdf</p>			
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4.25 SINGING, MUSIC & DRAMA													
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls						
			H	M	L		H	M	L				
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X				Level 0	Level 1	Level 2	Level 3			X
						Indoor	ELC and Primary Children can participate in contact and non-contact activities.	ELC and Primary Children can participate in contact and non-contact activities.	ELC and Primary Children can participate in contact and non-contact activities.	ELC and Primary Children can participate in individual non-contact activities.			
							Secondary Young people can participate in contact and non-contact activities.	Secondary Young people can participate in contact and non-contact activities.	Secondary Young people can participate in contact and non-contact activities, subject to risk assessment and mitigations.	Secondary Young people can participate in individual non-contact activities.			
						Outdoor	ELC and Primary Children can participate in contact and non-contact activities.	ELC and Primary Children can participate in contact and non-contact activities.	ELC and Primary Children can participate in contact and non-contact activities.	ELC and Primary Children can participate in contact and non-contact activities.			
							Secondary Young people can participate in contact and non-contact activities.	Secondary Young people can participate in contact and non-contact activities.	Secondary Young people can participate in contact and non-contact activities.	Secondary Young people can participate in contact and non-contact activities.			
						Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X				

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4.26 PHYSICAL DISTANCING										
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls			
			H	M	L		H	M	L	
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Physical distancing between adults remains a fundamental protective measure that should apply at all times. Individual physical distancing applies to staff, parents and other adults who may attend the setting or delivery people & contractors-2.11.20</p> <p>When areas move down to Level 0 on 19 July, where there isn't already a 1 meter rule in place, the physical distance requirement in indoor public places will reduce from 2 meters to 1 meter.</p> <ul style="list-style-type: none"> • Learning from outbreaks across a range of sectors suggests that lapses in adherence to physical distancing can occur when staff take breaks from work and mix with colleagues outside or in staff rooms and other social areas. Staff should be reminded that the requirement to physically distance applies at all times, • Settings should continue to adhere to the 2 metres physical distance between adults. However, when Scotland moves beyond Level 0, the physical distancing requirement for adults in ELC settings will be at least 1 metre. If settings already have 2 metre physical distancing arrangements that work well and do not limit capacity then they may retain these for logistical reasons. <p>All staff rooms, canteens, bases and offices have been reconfigured to ensure the physical distancing rule is able to be maintained. Where there is not</p>				X

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						sufficient space to support distancing, for example in staff rooms, offices or work areas, risk assessments should be carried out, and consideration should be given to measures to minimise risk. These measures include limiting the number of adults in any one space at any one time, staggering staff breaks, creating additional staff work areas, use of rota's to manage access to spaces, etc.			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Staff should be reminded that the requirement to physically distance applies at all times, including during breaks and before and after sessions and traveling to and from the setting. Children are not required to physically distance from each other, or from adults.			X

4.28 USE OF FACE COVERINGS

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Face Coverings are not required when working directly with children in ELC, including on the floor, supporting children to move around setting, toileting or as a result of being less than 2 metres distant for children. NHS GRAMPIAN ADVISE THAT ALL FACE COVERINGS SHOULD BE TYPE IIR until further notice – 1.4.21 • Face coverings should be worn, by adults, wherever they cannot maintain a 2-metre distance from other adults (e.g., in communal areas and corridors).			X

					<ul style="list-style-type: none"> • Face coverings should be worn by adults when not working directly with children, in offices, admin areas, staff rooms, canteens (except when eating) and other confined communal areas, where a minimum of 1 or 2 metres distancing cannot be maintained. • Parents & other visitors (whether entering the building or not) should be strongly encouraged to wear face coverings. Including parents/carers at drop off and pick-up. • Adults wearing face coverings may have an impact on children with additional support needs (which includes hearing loss, EAL, communication needs, children depending on visual cues) Careful consideration should be given to key adults wearing face masks. • Anyone (staff or child) who wishes to wear a face covering is free to do so. • Instructions must be provided to staff on how to put on, remove, store, and dispose of face coverings must be provided to staff and pupils: • When temporarily storing a face covering (e.g., during sessions), it should be placed in a washable, sealed bag or container. Avoid placing it on surfaces, due to the possibility of contamination not worn on the neck or wrist. • Disposable face coverings must be disposed of safely and hygienically. <p>Care Inspectorate & Grampian HP Team state that face coverings (face coverings should not be confused with PPE, including Type IIR face masks), are not required for normal day to day activities within ELC settings but should be worn in the circumstances below:</p> <p>Definition of face covering found here:</p> <p>https://www.gov.scot/publications/coronavirus-covid-19-phase-3-staying-safe-and-protecting-others/pages/face-coverings/</p> <p>Where adults cannot keep 2m distance and are interacting/working face-to-face with a child, a Type IIR face mask should be worn. Face covering should be worn in the following circumstances (except where an adult exempt from wearing a covering).</p> <p><u>TYPE IIR Face Mask</u></p> <p>What is a Type IIR Face Mask?</p>			
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					<p>Type IIR face masks/ EN14683 are medical face masks made up of a 4-ply construction that prevents large particles from reaching the patient or working surfaces. Type IIR Face masks include a splash resistant layer to protect against blood and other bodily fluids.</p> <ul style="list-style-type: none"> • A Type IIR mask is not required for moving around communal spaces and corridors, where a standard face covering will suffice as contact within 1m is not face to face for one minute or longer. Where adults cannot keep 2m distance and are interacting face-to-face -a Type IIR face mask should be worn. <p>SUSPECTED COVID-19 – A fluid-resistant surgical mask should be worn by staff in they are looking after a child or young person who has become unwell with symptoms of COVID-19 and 2m distancing cannot be maintained while doing so.</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<p>Face coverings must be worn by adults wherever they cannot maintain the appropriate physical distance from other adults (e.g. in corridor and communal areas).</p> <p>Coverings should also be worn by staff and visitors when not working directly with children, for example when in office and admin areas, canteens (except when dining), staff rooms and other confined communal areas, (including staff toilets) , except where a person is exempt from wearing a covering. In these circumstances, a face covering must be worn whenever staff move away from a seated position.</p>			X

4.28 DROP OFF & PICK UP

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
			H	M	L		H	M	L

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Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>The drop off/collection of children requires careful consideration to ensure that large gathering of people can be avoided and to ensure social distancing is adhered to.</p> <p>Most children can be placed in the care of staff whilst parents/carers maintain a 2metre distance. In some cases, a physical handover will be required. In these circumstances:</p> <ul style="list-style-type: none"> • Limit time staff spend in close proximity with parent/carer and make sure that face coverings are worn by adults during physical hand over. • Ensure both child and parents are comfortable in the handover. Make arrangements that if the child is distressed for the parent to comfort them without the parent coming into contact with other children or staff. • Staff and children should wash hands after the child is safely settled. • Parents/Carers should not enter the building unless previously arranged and risk assessed <p><u>Drop Off & Pick Up</u></p> <ul style="list-style-type: none"> • Parents/carers must wear face coverings. • Parents and carers and older siblings where they are required to accompany parents should be encouraged to wear face coverings. • Stagger and allocate drop off/collection times. • Take account of start times of other children in the family, to reduce multiple visits for parents. • Utilise other access points • Encourage parents using cars to park further away from setting and then walk with children to avoid congestion. • Staff and parents should only share a vehicle with people from their own household. Consideration should be given to children with complex needs or disability 			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Parents/carers who are self isolating while they wait for the results of their PCR test, or who have received a positive PCR test should not leave the house to bring children to or from settings. They should make arrangements for someone else to do this on their behalf or, if that's not possible, children should stay home with parents/carers.</p>			X

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Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			parents/carers and other family members should be discouraged from gathering outside the setting and should maintain physical distancing, as far as practicable, when dropping off children.			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			We have given consideration to additional access points using a one way system and an in and out door.			X

4.31 SETTLING-IN

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>03/07/2021 - Visits by parents/carers permitted to support children (e.g. during their transition to a new setting) but limited to three households at a time and per day when indoors. Up to 10 households can visit at a time and per day, provided they remain outdoors and the visit is planned in advance.</p> <p>Where virtual arrangements for parental engagement are already in place and working well, these should continue to be used;</p> <p>Parents should be encouraged to take part in the universal testing offer prior to entering the setting;</p> <p>The number of visitors from the same household should be kept to a minimum (no more than two and ideally one);</p> <p>The number of staff meeting with parents/carers in each visit should also be kept to a minimum; and</p> <p>Visits by parents must not take place if there is a positive case in the home or an outbreak in the setting.</p>			X

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Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Children may need extra support and additional time to return to or start a setting.</p> <p>Settings where possible, should continue to use existing policies and procedures to settle children into settings.</p> <p>Where possible, settling in activities should happen outdoors with the parent and away from other children whilst adhering to current social distancing guidance.</p> <p>Ensure that plans for settling in are individualised to support the needs of families and children.</p> <ul style="list-style-type: none"> • For children with ASN, we ensure that we work in partnership with parent, lead professionals and children to establish what support and plans need to be put in place to meet their needs. • Enhanced transitions may be considered for children with ASN, such as, through visual representations and plans of physical distancing. • Providers should consider how they will support staff, parents & children to familiarise themselves to the revised layout and movement patterns. This should be made fun for the children. • A map could be displayed, detailing entry/exit points and new circulation patterns. • Social stories and videos shared with children in advance. • Use clear signage and colour coding on walls and floors to help wayfinding. • Use clear child friendly visuals – meaningful pictures or symbols (any signage which is directly touched by children will need to be cleaned regularly). <p>Guidance and Links: https://abccdoes.com/abc-does-a-blog/2020/05/30/what-now/</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>Children should be discouraged from bringing toys from home to the setting. However, settings can share resources (such as story bags) between setting and home – unless there is a positive case in the home or an outbreak in the setting.</p>			X
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>FROM 3 JULY - Visits by parents/carers permitted to support children (e.g. during their transition to a new setting) but limited to three households at a time and per day when indoors. Up to 10 households can visit at a time and per day, provided they remain outdoors and the visit is planned in advance.</p>			X

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					<p>Where virtual arrangements for parental engagement are already in place and working well, these should continue to be used;</p> <p>Parents should be encouraged to take part in the universal testing offer prior to entering the setting;</p> <p>The number of visitors from the same household should be kept to a minimum (no more than two and ideally one);</p> <p>The number of staff meeting with parents/carers in each visit should also be kept to a minimum; and</p> <p>Visits by parents must not take place if there is a positive case in the home</p>			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X		<ul style="list-style-type: none"> A map was displayed in the setting detailing entry/exit points and new circulation patterns, for use by staff and parents social stories and videos shared with children in advance to explain what will be new, and what the nursery day will be like was shared via a thing link. appropriate visuals will be particularly important for children and are used universally across the setting 			X

4.31 MOVING WITHIN AND BETWEEN SETTINGS

Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>We have made considerations to circulation of children & staff and transitions between different parts of the setting's indoor.</p> <ul style="list-style-type: none"> One-way systems: This may ease bottle necks and ease travel around the setting. 			X

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					<ul style="list-style-type: none"> External Circulation: Encourage the use of external areas to move between parts of the building. Safety in all weathers and security issues would be required to be considered. Signage/communication: Appropriate signage or verbal communication about one-way system etc has been shared via thing link. Signage should be used to remind all adults to wear a face covering when passing through areas where it is not possible to maintain a minimum of 1 M distance ideally 2M distance and to remind staff to wait until staff have passed. <p>https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/visitors-to-the-setting/</p> <p>https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/movement-in-settings/</p> <p>See the above links for information on Staff Employed in More than One Childcare Setting and Use of Agency or Bank Staff – In level 0 as currently 27/8/2021 there are no restrictions in place.</p> <p>Face coverings must be worn on all public and dedicated school transport where children are aged over 5.</p>			
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4.34 BLENDED PLACEMENTS									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			Blended placements should be reviewed on a case-by-case basis. https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/movement-in-settings/ <ul style="list-style-type: none"> • Parents and carers should be encouraged and supported to limit the number of settings their child attends. • Existing blended placements may continue provided they are supported by a revised risk assessment, that has been undertaken in collaboration with parents and all providers involved in the care of the child. Update 17.02.21 • Where it is judged that a child should attend multiple settings, either ELC settings, childminder or other settings, consideration should be given to how they are supported to ensure good hygiene practices (washing hands, not sharing resources, etc.) when moving between settings. • A dynamic risk assessment will need to be created in consultation with the families and other setting concerned. • Guidance to follow on the completion of a dynamic risk assessment 18.08.20 • All settings should have relevant contact details in order to share necessary information as required. Agreements made in advance. • Where a child attends more than one setting, consideration should be given to record keeping of the other setting(s), to assist with any Test & Protect process. 			X

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						Any records should be GDPR compliant.			
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			FROM 19 JULY - All blended placements can go ahead but if there is an outbreak within the child's cohort arrangement in either of the settings that the child attends, blended placements must be suspended. An outbreak is deemed as more than 1 case.			X

4.35 PROVISIONS OF MEALS & SNACKS									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<p>We ensure that mealtimes are a relaxed and enjoyable time where children can socialise, while implementing practical approaches to prevent the spread of infection.</p> <ul style="list-style-type: none"> • Staff should follow usual good hygiene practices when preparing or serving food or assisting children with packed lunches. There is no need for additional PPE at meal and snack times. • Ensure all staff are aware of food allergies and intolerances and support children with these – as detailed within the cupboards and on medical care plans. Kitchen also has a copy of all requirements. • Maximise use of outdoor spaces for dining • Nursery office only 2 permitted including senior at dining points. • Social distancing to apply as per RA 1-2 meters. 			X

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					<ul style="list-style-type: none"> All areas and surfaces should be kept as clear and clean; all dishes should be washed, dried, and tidied away for good hygiene. Safe, hygienic, and labelled food storage is necessary for shared fridges by staff. Safe hygienic and labelled food storage is necessary for main fridge. Children help set the table and prepare snack or bake in line with Risk Assessments that are in place. All areas used for eating must be thoroughly cleaned at the end of each sitting and session and floors mopped. <p>Guidance and Links: https://www.gov.scot/publications/coronavirus-covid-19-early-learning-and-childcare-services/pages/blended-placements-provision-of-meals-and-snacks/</p>			
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OTHER									
Hazard	Person's Affected	Risk	Risk Level Before Controls			Control Measures (Benefits)	Risk Level After Controls		
			H	M	L		H	M	L
Spread of Infection - Transmission	Staff & Service users – Adults, Children and Young People	Transmission of Infection Outbreak of COVID-19	X			<ul style="list-style-type: none"> Pitmedden school nursery op 8am – 1pm / 1pm -6pm and a 8am – 6pm model including a choice of term time only or all year model. Hours chosen by parents to meet the needs of parents/carers while responding to public health measures, and to offset reduced physical or staffed capacity over the full year. 			X