

CHILDREN OF THE WORLD MONTESSORI SCHOOL

RISK ASSESSMENT (Parents)

SCHOOL ACTIVITY	RISKS/HAZARDS	RISK	PROTECTIVE FACTORS	RESOURCES	RISK
School cleaning	Infection control	HIGH	<p>Regular cleaning of table tops with anti-bacterial products</p> <p>Regular cleaning of all door handles with anti-bacterial products</p> <p>Regular cleaning of Montessori materials and all other materials/equipment in the classrooms with anti-bacterial products</p> <p>Children will be able to use the pencils/pens/scissors/eraser/pencil sharpener etc supplied in the classrooms (no pencil cases)</p>	Anti-bacterial spray/wipes	MED
Children's health	Showing signs of Coronavirus	HIGH	<p>Families reminded that any symptom of Coronavirus: a high temperature, a new persistent cough, a loss of taste and smell will mean that the family must follow isolation guidelines.</p> <p>Lateral Flow tests are now available free of charge and so can be used when needed.</p> <p>If a child/family member has provided a positive test they must let the school know but there will be no isolating of fellow classmates/teachers in line with the latest isolation guidelines.</p>		MED
Children's well-being	Effects of lockdown	HIGH	<p>Chances for children to talk about how they are feeling in circle times/group times.</p> <p>Staff will discuss how best to talk to children if they mention Coronavirus.</p>		MED
Children drop off and collection from school	Observing social distance	HIGH	<p>There are now <u>NO</u> class bubbles.</p> <p>All children from Asteroid, Cosmic and Supernova will enter into school through the garden gate and have their morning playtime.</p> <p>Comet will continue to use the middle fire door.</p> <p>Parents must arrive in the time allocated 9.00-9.15am.</p> <p>Comet class (Toddlers) arrival at 9.15am.</p> <p>If a child is not at school on their allocated day please call to let us know.</p> <p>Collection is 12/12.30/3.30pm, from the main door/garden.</p> <p>Toddlers 12.15pm from the school garden.</p> <p>Hand sanitiser will be available to use on a table outside the garden gate on arrival plus tissues and paper towels (if needed) but please take these away with you and don't leave them on the table.</p> <p>Lunch boxes and book bags please put in the named class boxes outside the garden gate. Children to carry backpacks.</p> <p>Parents and carers must avoid loitering on the school premises at drop off and collection times.</p> <p>We ask that parents be mindful of social distancing outside the main entrance. Masks will not need to be worn.</p>		MED

Staff health	Showing signs of Coronavirus Falling into a vulnerable group	HIGH	Staff who have a pre-existing condition which puts them into a more vulnerable category should seek medical advice and inform the school of their situation and the guidance given. Any member of staff displaying Coronavirus symptoms (a high temperature, a new persistent cough, a loss of taste and smell) must report the situation to school immediately and follow isolation guidelines. Staff are now offered Lateral Flow tests that they can take at their discretion.		MED
Staff well-being	Effects of lockdown Anxiety on returning to work	HIGH	Good communication on strategies in place to minimize the risk of contagion. Regular staff updates and sharing information.		MED
Family well-being	Effects of lock down Anxiety for their own and their children's health as arrangements for school return begin and reduction of lock down rules	HIGH	Staff awareness of possible family scenarios. Good communication from school to demonstrate to families the measures school is taking to reduce the risk. Communication from school to prepare families to return to school, including reminding children of effective hand washing.		MED
Classroom teaching	Observing social distance between classes Maintaining a good cleaning regime Maintaining good personal hygiene	HIGH	Children will remain in their classrooms but are now able to mix together either going to the toilet, working with something from another class or on the stage, which will re-open for role play, two children only from each class will play at any one time. (Classes - Asteroid/Supernova/Cosmic) All children from Asteroid, Cosmic and Supernova will play at the same time in the garden, morning and afternoon. Children will use the pencils/pens/eraser/pencil sharpener/scissors etc in their classrooms. Good ventilation maintained. Regular cleaning of Montessori materials and all other materials/equipment in the classrooms with anti-bacterial products. Children asked to wash hands regularly. Children taken to the toilet as and when needed and reminded to wash hands, those that can use the toilet on their own can do so but will be reminded to flush the toilet and to wash their hands. Door handles and toilet area cleaned more frequently with anti-bacterial spray/wipes.	Frequently re-stocked anti-bacterial spray and wipes in every classroom	MED
	Social distancing	HIGH	This is impossible in Early Years but all teachers will be aware of social distancing.		MED/HIGH
First Aid - children	Comforting children	HIGH	If a child is showing signs of Coronavirus a staff member will put on PPE and follow the procedures as set out in our COTW Guidelines. If a child has fallen in the garden/classroom comfort will be given including 'cuddles' and the injury dealt with and accident recorded. All staff are First Aid trained.	PPE purchased and on sight	PPE and preparation may reduce from HIGH to MED

First Aid - adults	First aiders	MED	All staff has a Paediatric First Aid qualification. A fully qualified first aider is in school at all times. And access to emergency services will be prompt. The school emergency mobile is in the main hall at all times for emergency calls from parents to be received.		LOW
Staffing numbers	In the classrooms	HIGH	For the Autumn term only Cosmic and Supernova will merge with three members of staff in the classroom, two Montessori Teachers and one Teaching Assistant. Asteroid will continue to have one Montessori Teacher and one Teaching Assistant. This allows for staff breaks and extra cleaning during the day.		MED
Outdoor play	Garden time	HIGH	Children will no longer be in their 'bubbles' (Asteroid/Supernova/Cosmic/Comet). All children are now free to mix and play outside together, morning and afternoon.		MED
Staff breaks/lunchtime	Observe social distancing	HIGH	Teachers will be aware of social distancing in the kitchen area. Garden to be used as well.		MED
Lunchtime	Observing social distancing	HIGH	Lunch will continue to be eaten in the classrooms - Asteroid/Cosmic & Supernova (Cosmic)/Comet. Children will bring a packed lunch.		MED
	Kitchen equipment has been unused for x weeks	HIGH	A full cleaning regime will be completed before the term starts and school opens.		MED
	Children's hygiene	HIGH	Children will be taken in their classes to wash their hands with soap and water when they have returned to the classrooms after playtime outside and to use the hand gel before eating. This applies to snack time too.		MED
School admin	Observing social distancing	HIGH	No visitors will enter the school during the school day. (Essential education professionals visits will be risk assessed) Messages to be sent via email or telephone.		LOW
Meeting with parents	Observing social distancing	HIGH	All concerns, queries are conducted over the telephone or via email. We will re-introduce Parent Progress Meetings with your child's teacher in regards to discussing how your child is progressing and developing. Meeting times arranged with your child's class teacher as and when requested.		LOW