

COVID-19 SPECIFIC RISK ASSESSMENT

Junior Activities Colets Camp

Assessed by: ROB & CHARLIE Date: 16 June 2020

Updated: 18 August 2020

Date for Review: 16 June 2021

Principles and Control Measures;

- 1) Maintain Social Distancing of at least 2 metres
- 2) Cleaning and Sanitisation
- 3) Signage

Activity: Colets Camp

Hazard	Who Might Be Affected	Level of Risk Before Control Measures	Control Measures to Put into Place	Level or Risk After Control Measures	Done / Enforced By Whom	By When	Done
Parents arriving to drop off and collect children from Colets	Parents, Children, Staff	High	<ul style="list-style-type: none"> • Sign in/out to be outside. • 2 metre markings on queue, SD to be observed. • Establish one-way system for entry and exit from the queue. • Asked for only 1 parent/carer to drop off • CLEAR signage to advise of policies, SD requirements. • Ensure children's hands are sanitised before entering the camp. • Contact free drop off/pick up. • Asked parents/carers to not hang around and chat onsite at drop off and pick up. 	Low	CR /RC	Policy written and signage etc in place 1 Week before opening. Policy distributed to parents at the same time.	CR
Maintaining Social Distancing	Parents, Staff, Children	Low	<ul style="list-style-type: none"> • Clear signage • Enforcement by staff • Policies to govern social distancing measures. 	Low		09.08.2020	CR

			<ul style="list-style-type: none"> • Three separate groups or bubbles with 2 staff and up to 15 children in each as per government guidelines • Staff not to mix between groups • Children to stay in the same groups for subsequent days at camp, as much as possible • 			
Cleaning (Toys)	Staff, Children	High	<ul style="list-style-type: none"> • Used Toy Bucket (for cleaning at the end) • No Soft Toys • Milton needed for daily toy cleans • No multi-use of equipment • Equipment to be cleaned after every use 	Low		09.08.2020 CR
Drinks & Snacks	Children, Staff	High	<ul style="list-style-type: none"> • Ask all to bring own refillable drinks/bottles, no cups or water jugs • No Sharing of food/drink 	Low		09.08.2020 CR
Toilets	Children, Staff	High	<ul style="list-style-type: none"> • Only one group at a time to use toilets • Toilets to be cleaned between each use by management 	Low		09.08.2020 CR
Hand Washing	Parents, Children, Staff	High	<p>Wash:</p> <ul style="list-style-type: none"> • After entering room • After sneezing/coughing • Before & after eating • Before & after each activity <p>Song created for washing hands which lasts 20 seconds and includes all areas to be washed.</p>	Low		09.08.2020 CR
Cleaning (Surfaces)	Staff, Children & Parents	High	<ul style="list-style-type: none"> • Wipe Periodically and after use Tables, Chairs Contact points • Anti-Bac readily available in each gazebo for cleaning 	Low		09.08.2020 CR
Uniform	Staff	Med	Staff to ensure uniform is clean before each shift	Low		09.08.2020 CR
Infection being brought into the setting	All	High	<ul style="list-style-type: none"> • Follow government guidelines • Keep parents informed of changes or updates where possible • Social distancing to be maintained at all times • Outdoor only provision so good ventilation • No one to come in if they have had any contact with COVID or are displaying symptoms themselves. Appropriate isolation times should they develop 	Med		09.08.2020 CR

			<p>symptoms. Parents to ring Colets if child or parent tests positive for covid.</p> <ul style="list-style-type: none"> Children <i>recommended</i> not to attend other settings 				
PPE	Staff	Low-Medium	<ul style="list-style-type: none"> Staff to be provided PPE gear should they feel it necessary. Masks to be washed or disposable. Gloves to be used as normal. PPE compulsory for First aid and when dealing with a child with COVID symptoms. 	Low		09.08.2020	CR
Staff	Staff	Med	<ul style="list-style-type: none"> Staff training to be maintained on a monthly basis Staff who develop symptoms should contact manager immediately. Anyone with sneezes/coughs will be judged on an individual basis, and might be asked to wear PPE. 	Low	CR/RC	09.08.2020	CR
Extreme weather (High temperatures, sun exposure, thenderstorms)	Staff & Children	Med-High	<ul style="list-style-type: none"> As camp is currently only 1 bubble of up to 15 children, we are able to go inside to the Junior Activities room in extreme weather conditions Although to keep the spread of the virus to a minimum, we will endeavour to stay outside as long as possible. 	Med		09.08.2020	CR