

## Little Dragons Pre-School Risk Assessment

### Nativity play and party during Covid

<b>Risk area:</b>	<b>Carried out by:</b>		I certify that a suitable and sufficient assessment of the risks associated with the area/activities detailed on this page has been carried out by a competent person and that the residual risks have been reduced to the lowest level reasonably practicable	Approved by:	
Pre school Hall	Linda Crawshaw and Helen Pusey	Signed: Helen Pusey/Health and Safety Rep		Print Name	
	<b>Date:</b> 10-12-21	Date: 10-12-21		Role:	Pre-school Chair
			Date:	10-12-21	

- \* All staff members receive basic health and safety training on an on-going basis.
- \* All staff members have enhanced DBS checks and are considered to be suitable to work with children.
- \* All children will remain the responsibility of the parent/carer throughout this whole session.
- \* Risk assessment available to view on the Pre school website

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Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
Risk of injury – falling over, bumps, bruises, scratches	Children and adults	Low	<p>Children to be supervised at all times – parents are responsible for their own child/children.</p> <p>Room to be checked prior to children and adults arriving for safety hazards and these to be dealt with prior to the start of the party.</p> <p>Room to be monitored – any spillages / problems dealt with promptly.</p> <p>Usual Pre-school procedures to be followed – all staff aware of these.</p> <p>All staff hold current paediatric certificates.</p>	Update as necessary

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Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
Risk of a child becoming lost.	Children	Low-insignificant	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p> <p>Children to be signed in/out as per usual at the start/end of session.</p> <p>Adults to be signed in – including non-Pre-school children.</p> <p>All usual policies and procedures to be followed – staff aware of these.</p> <p>Door to the street is always monitored by staff and kept locked and bolted.</p> <p>'Lost Child' policy to be followed if required.</p>	Update as necessary
Risk of choking / allergies to food	Children and adults	Low	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p> <p>Allergy list displayed for all staff members to see.</p> <p>All usual policies and procedures to be followed – staff aware of these.</p> <p>All staff hold current paediatric certificates.</p>	Update as necessary

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Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
Risk of burns and scalds	Children and adults	Low-insignificant	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p> <p>All adults should exercise caution and care when having hot drinks.</p> <p>Children are not allowed in the kitchen – following usual policies and procedures.</p> <p>Kitchen risk assessment to be followed.</p> <p>All staff hold current first aid certificates.</p>	Update as necessary
Toileting /nappy changes – risk of neglect or lack of privacy	Children and adults	Low-insignificant	<p>All children will remain the responsibility of parent/carer throughout this whole session – parents/carers change or toilet their own children.</p> <p>Usual toilet / change policy to be followed – all staff aware of policy and procedures.</p> <p>Risk assessment for toileting / changing children to be followed.</p> <p>All staff are aware of safeguarding procedures.</p>	Update as necessary

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Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
Entertainer (Father Christmas)– risk of being left alone with children	Children	Low-insignificant	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p> <p>Entertainer will not be left alone with a child/children.</p> <p>Entertainer will be in plain sight in the hall and will not be left alone with a child/children.</p>	Update as necessary
Risk to adults – when moving furniture, setting up, tidying away	Children and adults	Low-insignificant	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p>	Update as necessary
Risk of overheating – due to large numbers of people	Children and adults	Low-insignificant	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p> <p>All staff to keep the hall as cool as possible – to monitor throughout the session.</p> <p>Encouragement to have plenty of fluids to drink – available at all times.</p> <p>All staff hold current paediatric first aid certificates.</p>	Update as necessary

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<b>Risk identified:</b>	<b>Who is at risk:</b>	<b>Level of risk:</b>	<b>Control measure and person(s) responsible:</b>	<b>Review:</b>
Social media – risk of photos of /adults appearing on social media sites	Children and adults	Low-insignificant	<p>All children will remain the responsibility of the parent/carer throughout this whole session.</p> <p>Member of staff to request that photos taken by parents/carers during session do not appear on social media sites.</p> <p>Safeguarding policies and procedures to be followed at all times – all staff members aware of safeguarding.</p>	Update as necessary

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Risk identified:	Who is at risk:	Level of risk:	Control measure and person(s) responsible:	Review:
To prevent the spread of Covid	Children and adults	Low	<p>All parents will be sent a pre-event message to ensure all children/visitors who have Covid symptoms or who are self-isolating or feeling unwell do not attend the event/activity.</p> <p>We will remind individuals of additional winter illnesses and that if unwell please avoid attending the event.</p> <p>If a person becomes symptomatic whilst at the event. ask them to leave, return home to isolate and arrange a PCR test. The area the symptomatic person was occupying will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p>	update as necessary
To prevent the spread of Covid	Children and adults	Low	<p>All staff are at least double vaccinated and will wear face coverings when moving around the building.</p> <p>All staff take Lateral flow tests twice weekly and on the morning of the event</p> <p>The government is advising all visitors to be asked to take a LFT on the morning of the event</p> <p>We will use a CO2 monitor to monitor areas where there are a higher density of people and open windows as required to give adequate ventilation</p>	update as necessary
To prevent the spread of Covid	Children and adults	Low	<p>Visitors will be requested to wear a face covering in communal areas when seated and moving around the building.</p>	

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To prevent the spread of Covid	Children and adults	Low	<p>Masks can be removed to eat or drink when seated</p> <p>Chairs will be arranged in two's with a space to the next two to support social distancing between families and a limit of two adults per child to limit numbers. Chairs will be labelled per family to support distancing and continuity of use.</p> <p>Social distance when waiting to get refreshments, drinks will be placed on the work surface for you to pick up, and food to be placed on a plate using tongs by the server.</p>	update as necessary
To prevent the spread of Covid	Children and adults	Low	<p>Only two adults are serving in the kitchen area at one time.</p> <p>Display signage to encourage hand hygiene, social distancing and use of face coverings where appropriate.</p> <p>Hand washing facilities or hand sanitiser freely available, but particularly on entry and before and after touching shared surfaces,</p>	update as necessary
To prevent the spread of Covid	Children and adults	Low	<p>Details of parents and children will be recorded on a register.</p> <p>In the event that an attendee develops symptoms or tests positive within 2 days of attending the event (during their infectious period) all other attendees will be notified</p>	

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