

As of 17th May parent and child groups can operate with up to 30 people not including children under 5 years old or the group leader

Controlled Document

Area of Focus	Controls required	Additional information	Action by whom?	Completed – date and name
Minimising risk of infection from Covid 19 when reopening Little Angels from 9 th June 2021	Limit numbers of adults attending to 15 in order to maintain social distancing.	Use a booking system and a staggered attendance Establish a track and trace system as part of registration	Elaine Black	
	Parents arriving with prams will enter and leave through the vestry entrance Parents without prams will enter and leave through the main entrance			
	2 volunteers to work on a rota basis in order to limit adult numbers	Denise and Wendy to support alternate weeks		
	All adults to wear face masks	Signage is already in place		
	Hand Sanitiser to be readily available throughout the Parish Room and hands cleaned thoroughly and more often than usual	Hand sanitiser specifically available at the entrance/exit points to use as they arrive and leave		
	Large toys should not need to be sanitised each week but will be used every other week on a rota basis			
	Parents/Carers need to play an active role in cleaning any toys their children played with after use, ready for another child to play with			
	Baby toys will be sanitised and the baby mat washed each week	There will be no soft toys/teddies		
	Books will not be included in play provision for the time being			
	Enhanced cleaning, including cleaning frequently touched surfaces	The room will be cleaned at the end of each session		
	Ventilate the Parish Room as much as possible	The Main door will be kept open as will the vestry door. The doors to the main body of the church will need to be closed	Elaine Black	

	If messy play is used children will wash their hands before and after their play			
	If a child or adult displays symptoms they should book a test, contact the Little Angels leader and self-isolate until they know the results of the test	If someone attending Little Angels tests positive the DfE Helpline will be contacted on 0800 046 8687	Elaine Black	
	The singing time will be replaced by a story from Elvis If singing does take place it will be led by 2 adults leading 2 groups of 6	Social distancing to be maintained To help the children maintain social distance they will be allocated a mat, (this will need to be cleaned at the end of the session) Ventilation will be particularly important	Claire Wood Elaine Black	
	A record of all people attending Little Angels, will be kept and will include the name of the parent, a contact phone number or email address and date of visit	These records will be kept for 21 days After 21 days all details will be shredded		
	The register will be completed by the Little Angels leader		Elaine Black	
	Parents will be asked to bring their own drink			
	The children will be provided with a drink of juice and a biscuit	Children will wash their hands before snack		
	Crockery will be washed on a high temperature setting in the dishwasher			
	The toilet has clear instructions as to safe use but additional information will need to be put in place for the nappy changing area	Liquid soap, paper towels and anti-bacterial wipes are available which can easily be disposed of in a lined bin		
	The bin will be emptied after each session	The bin liner means that no contact is made with the bin contents		
	All volunteers and parents will receive a copy of this risk assessment to ensure they can prepare themselves and their children for the changes that have needed to be put in place		Elaine Black	

Cleaning Check List Attached Below

St Mary and All Saints
Little Angels Cleaning Check List

Date:

Area cleaned	Signature
Kitchen	
All surfaces to be wiped with anti-bacterial wipes or spray	
Sink to be wiped with anti-bacterial wipes/spray, including the taps	
Kettles to be emptied and handles, lids and switches wiped	
Fridge handles and doors to be wiped	
Floor mopped	
Bin emptied and wiped	
Parish room	
Floor hoovered	
All tables to be wiped with anti-bacterial wipes/spray at the end of the craft session before snack and at the end of the session	
All sensory materials to be disposed of at the end of each session	
Blue tuff tray to be wiped with anti-bacterial spray	
Baby bouncer and seat to be wiped with anti-bacterial spray	
Chair frames to be wiped	
Tiles to be mopped	
Door handles wiped	
Toilet	
Sink and taps to be wiped with anti-bacterial spray	
Cistern and toilet seat to be cleaned with anti-bacterial spray	
Changing mat to be cleaned	
Bin emptied	

Floor mopped	
--------------	--

Controlled Document