

## Risk Assessment Sunday Club September 2020

Updated 7.10.20

Updated 14.4.21

This risk assessment is based on the Guidance found in the following Government publications:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/>

<https://www.gov.uk/government/publications/covid-19-response-spring-2021/covid-19-response-spring-2021-summary>

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/>

It is subject to change and modification if the Government Guidance changes

Sunday Club: for children in school years R to 7 (inclusive), to be held at **Sudbourne Church** from **10:45-11:30** Sunday Mornings

**Group size to be limited to 15 people (children and 2 leaders) The children need to be “signed up” by parents beforehand via email and a record kept of who attends. This group will be a consistent group of up to 15 people for the duration of the group under this risk assessment, subject to Government Guidance changing. This is to support engagement with Test and Trace in managing any confirmed cases of Covid-19.**

| Risk  | Control  | Who and how   | Notes   |
|---|--|---|---|
| A child will attend the group who has coronavirus | Parents to be informed via email each week that any child who displays any of the symptoms of the virus (continuous, new cough, high temperature, loss of sense of smell or taste) should NOT attend the Club and be taken for testing.<br><br><b>Parents to be informed of the availability for families of Lateral Flow Tests for any children attending schools/clubs</b> | Matt to email parents who ask to attend each week, including this information<br><br>Poster up in car park on door window (Sudbourne) | Write standard email to go as reply to parents who ask for their children to attend |

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| <p>An adult who has the virus will drop a child off at the Club</p>  | <p>Adults dropping and collecting children will stay in the car park, not come into the building. Parents to stay socially distance from each other in the car park.</p>   | <p>Matt to email parents who ask to attend each week, including this information</p> <p>Poster up in car park on kitchen window(Sudbourne)</p>   |  |
| <p>A child / Leader will attend who has coronavirus and passes the virus on to other children and adults attending</p> | <ul style="list-style-type: none"> <li>• ventilate room well by having open doors (if not too cold) and open windows</li> <li>• provide individual resources for craft etc for children, kept in individual baskets</li> <li>• encourage “side by side” working/ activities and no face to face ones</li> <li>• Children to have their own table space for doing craft / worksheets etc</li> <li>• encourage some social distancing as age and activity allow encourage good hand washing and hygiene practices; children and leaders should wash their hands/ hand sanitise as they enter the building and throughout the session as needed</li> <li>• outside activities where possible</li> <li>• singing will be limited to quiet singing along to video of song, children should be forward facing and distanced from each other</li> <li>• one person at a time in toilets</li> <li>•</li> </ul> <p>Children ages 11+ (year 7 and above at school) and adult leaders should wear face coverings when social distancing is not possible i.e. when having to interact with another child at less than 2 m distance</p> <p>Primary school age children do not need to wear face coverings</p> | <p>Posters/ signs up inside about handwashing and other good hygiene practises (catch it, bin it kill it)</p> <p>Reminders to children throughout of procedures</p> <p>Leaders to have read risk assessment and relevant government guidance</p> <p>Face masks available at Church of needed</p> |  |

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|  | <p>Leaders to be informed of the availability of LFT and may choose to use these as an added precautionary measure</p> <p>If a child develops symptoms of the virus after they have been at the Club parents should have the child tested and, if positive, engage with the local test and trace team and isolate the child for 10 days. Contacts of the child should isolate for 10 days. Sunday Club leaders will contact and engage with Public Health England / Test and Trace and follow guidance given.</p> <p>Group size to be limited to 15 people (children and 2 leaders) This group will be a consistent group of up to 15 people for the duration of the group under this risk assessment</p> | <p>Leaders of the group to contact and engage with Test and Trace if a confirmed case of the virus</p> <p>Leaders to keep record of attendees each week</p> |  |
| <p>An adult using the toilets may catch/pass on coronavirus</p>                                    | <p>Any Church goers using the toilet during the service who will need to walk through the back room will wear masks and will distance from children and adult leaders in the room.</p>  |   |  |
| <p>People using the building afterwards may catch the virus from infected equipment / surfaces</p> | <p>Building, including toilets, tables, chairs and shared equipment to be cleaned in the week</p>   |   |  |

Risk Assessment Mini Sunday Club September 2020

Updated 14.4.21

This risk assessment is based on the Guidance found in the following Government publications:

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years>

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/>

<https://www.gov.uk/government/publications/covid-19-response-spring-2021/covid-19-response-spring-2021-summary>

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/>

It is subject to change and modification if the Government Guidance changes

Sunday Club: for children aged 0-5 years to be held at **Sudbourne Church** in back room from 10:25- 11:15 Sunday Mornings

**Group size to be limited to 15 people (children and 2 leaders) The children need to be “signed up” by parents beforehand via email and a record kept of who attends. This group will be a consistent group of up to 15 people for the duration of the group under this risk assessment, subject to Government Guidance changing. This is to support engagement with Test and Trace in managing any confirmed cases of Covid-19.**

| Risk   | Control  | Who and how  | Notes   |
|--|--|--|---|
| A child will attend the group who has coronavirus                                      | Parents to be informed via email each week that any child who displays any of the symptoms of the virus (continuous, new cough, high temperature, loss of sense of smell or taste) should NOT attend the Club and be taken for testing.                                      | Matt to email parents who ask to attend each week, including this information<br><br>Poster up in car park on back door window | Write standard email to go as reply to parents who ask for their children to attend |
| Adults dropping off/collecting their children at the Club will pass on/catch the virus | Adults dropping and collecting children will wear masks and to socially distance within the building. Parents should not remain with children any longer than is necessary to settle them in to the Club. Parents to stay socially distance from each other in the car park. | Matt to email parents who ask to attend each week, including this information<br><br>Poster up in car park on back door window |   |

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|  | <p>Parents should drop off their child entering through the church door to the middle room.</p> <p>Parents collecting children from Mini Sunday Club should come through the church door into the middle room (not through the back room) to collect children.</p> <p>Parents should wear masks when dropping off/collecting their children</p>  |   |  |
| <p>A child / Leader will attend who has coronavirus and passes the virus on to other children and adults attending</p> | <ul style="list-style-type: none"> <li>• ventilate room well by having open windows</li> <li>• encourage some social distancing as age and activity allow</li> <li>• encourage good hand washing and hygiene practises; children and leaders should wash their hands/ hand sanitise as they enter the building and throughout the session as needed</li> <li>• <b>If nappy change needed, changing station in middle room to be used.</b><br/>Leaders to use gloves and clean the station after use</li> <li>• One person at a time in toilets</li> <li>• Remove soft toys/ hard to clean toys</li> <li>• Adult leaders to socially distance where possible</li> </ul> <p>Leaders to be informed of the availability of LFT and may choose to use these as an added precautionary measure</p> <p>If a child develops symptoms of the virus after they have been at the Club parents should have the child tested and, if positive, engage with the local test and trace team and isolate the</p> | <p>Posters/ signs up inside about handwashing and other good hygiene practises (catch it, bin it kill it)</p> <p>Reminders to children throughout of procedures</p> <p>Leaders to have read risk assessment and relevant government guidance</p> <p>Leaders of the group to contact and engage with Test and Trace if a confirmed case of the virus</p> |  |

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|  | <p>child for 10 days. Contacts of the child should isolate for <b>10</b> days. Sunday Club leaders will contact and engage with Public Health England / Test and Trace and follow guidance given.</p> <p>Group size to be limited to 15 people (children and 2 leaders) This group will be a consistent group of up to 15 people for the duration of the group under this risk assessment</p> | <p>Leaders to keep record of attendees each week</p>  |  |
| <p>People using the building afterwards may catch the virus from infected equipment / surfaces</p> | <p><b>Church goes to exit from main door of Church – not through back or middle room.</b></p> <p>Building, including toilets, tables, chairs and shared equipment to be cleaned in the week</p>   | <p>Toys do not need to be cleaned any more than is usual as will have one week between use.</p> |  |