

COVID-19 RISK ASSESSMENT FORM - The Wonder Tree

Location: schools and community centres

Date Assessed: 06/09/2021 by Sara Th

Based on Government advise from: Covid-19 Actions for Out of School Settings, dated 27 Au

Task/Activity: Covid-19

Review Date: 31/12/2021 or on revision of Government

Local outbreak is when a school informs me that they are implementing their Outbreak Ma from Public Health team of Hertfordshire for a Year Group). The controls will be inforce for be reviewed to see if they are still necessary.

No.	Activity / Task	Hazards / Risks	Persons at risk	Controls in place
1	Physical distancing	Spread of covid-19	ST and attendees	No longer required. However ST will encourage children to practise near someone in the same year group / sibling.
2	Hygiene	Spread of covid-19	ST and attendees	- ST will ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. She will provide tissues and a bin/plastic bag for disposal. - ST will frequently remind children to not touch their mouths, eyes or nose.
				- ST will continue to remind attendees to wash/sanitise their hands on entering and exiting the hall/building or when using equipment. ST will provide hand sanitiser. - ST will wash/sanitise her hands before and after each session.
3	Cleaning of commonly used items before use	Spread of covid-19	ST and attendees	ST will assess at the beginning of each session to see if there are any frequently used areas/surfaces which need to be cleaned and clean them. ST will continue to carry antibacterial wipes.

4	Use of common areas - Toilets, kitchen, door handles etc in venues (schools / community centres)	Spread of covid-19	ST and attendees	Each venue to provide ST with a copy of their Covid19 risk assessment for their premises demonstrating that they have taken all reasonable measures to limit the risk of transmission of the coronavirus and taken into account any guidance issued by the Government/Public Health team for Hertfordshire, relevant to the gathering in question. '- ST will monitor and feedback to her contact at a venue if she feels the venue's Covid19 risk assessment controls are not continually followed
				ST will keep within each venue's hall/room max capacity numbers of attendees.
5	Ventilation			ST will make sure where possible all spaces will be well ventilated using natural ventilation (by opening windows/doors) or ventilation units.
6	Entry and exit to the premises hired.	Spread of covid-19	ST and attendees	- ST will communicate to parents/carers where to enter/leave the building and the drop off/collection points. - ST will wear a face mask in corridors.

				<p>'- Hand sanitising units will either be provided at the entrance/exit of each hall, to distributed before using shared equipment.</p>
7	Cleaning of The Wonder Tree equipment	Spread of covid-19	ST	<p>- Attendees to bring their own yoga mats to clubs where possible. If not possible to borrow a mat once cleaned.</p> <p>- In school intervention sessions yoga mats will be provided by ST and it will be cleaned weekly.</p>
8	Use of first aid equipment	Spread of covid-19	ST and attendees	<p>- First aid equipment will be wiped down after use with disinfectant spray/wipes. Hands will be washed or sanitised as soon as possible after giving/applying first aid/using defibrillator.</p> <p>- ST will always have details of two emergency contact numbers for attendees parents/carers.</p>
9	High risk activities.	Spread of covid-19	ST and attendees	
10	Outdoor sessions	Spread of covid-19	ST and attendees	
11	Covid19 Symptoms	Spread of covid-19	ST and attendees	<p>ST will minimise the contact with individuals who are unwell by ensuring that those who have Covid19 symptoms do not attend a session. ST will remind the parents/carers when they book onto the sessions of the symptoms and by monitoring the attendees during the sessions.</p>

				<ul style="list-style-type: none"> - If any attendees communicate or display any known Covid19 symptoms ST will immediately inform their parent/carers and encourage the child to be tested. ST will have a record of 2 emergency numbers for all parents/carers . - Known Covid19 symptoms include: high temperature (37.8 deg C or more), a new continuous cough or a loss of, or change, in their normal sense of taste or smell.
12	Suspected case of Covid-19	Spread of covid-19	Public, ST	<ul style="list-style-type: none"> - Where possible and safe to do so, ST will keep a distance of 2 metres from any child, young person or other person displaying Covid-19 symptoms. - ST will record details of any suspected cases in the first aid book. - ST will maintain a register of attendees for each session. - ST will keep any suspected cases at a distance away from other attendees, where safe to do so.
				<ul style="list-style-type: none"> - ST will always have details of two emergency contact numbers for attendees parents/carers who will be contacted immediately and asked to pick up their child as soon as possible. - ST will ask the parents/carers to take appropriate steps to ensure their child is tested for Covid. - ST will inform all attendees parents/carers of any confirmed positive cases from their
				<p>ST will self-isolate and get tested straight away if she displays any symptoms and will inform all parents/carers and venues straight away.</p> <ul style="list-style-type: none"> - ST will cancel and refund for any sessions she cannot run if she is positive for Covid-19
				<p>If any of ST's household/close contacts is Covid positive ST will either cancel sessions for 10 days or reintroduce the following:</p> <ul style="list-style-type: none"> - 2m distancing between ST and the attendees. - If ST needs to get close to an attendee she will wear a mask and will return to a 2m distance as soon as possible.

13	Evacuation in the case of fire	Fire, Spread of Covid-19	Public	
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two weeks, after which they will

Extra controls for a local outbreak
<p>Reintroduction of the following:- 2m distancing between bubbles/individuals/groups of siblings. ST to put floor spots 2ms apart to show areas where children can leave their belongings. Yoga mats will be as far apart as possible and all will be forward facing (not face to face). Children will only be allowed on their spot or yoga mat. ST to have her yoga mat 2m apart from children.</p> <p>- If ST needs to be closer to any attendees she will wear a face mask.</p>
<p>ST will display a poster (if not already one at the venue) reminding attendees and will frequently communicate this verbally.</p>
<p>At the start of the hire period, ST will disinfect commonly used items such as door handles, light switches, window catches and sanitiser bottles. Wipes will be put in a small bag before disposing these in one of the venue's bins/at ST's home.</p>

If class is at a community venue the toilet will be disinfected by ST before and after each class.

When entering/leave a venue ST will keep socially distant from school staff/members of the public at community venues and wear a face mask.

- ST will monitor social distancing by parents and if required ST will discourage parents from gathering/chatting when dropping off and picking up.

- If required ST will provide floor spots to mark out 2m social distancing points at drop off/collection points.

If multiple sessions, Halls/rooms in venues to have an allocated and labelled separate entrance/exit. ST will monitor entrance/exits in order to ensure physical distancing is being maintained.'- If gatherings of parents/attendees start to take place at beginning/end of sessions without social distancing ST will use her portable 'spots' and signage to encourage social distancing.

ST will remind attendees to sanitise their hands on entering and exiting the hall/building.

- ST will put in place monitoring and supervision to make sure people are following.

- ST will daily monitor the levels of sanitiser left and will make sure she always has in stock extra bottles of sanitiser.

ST to wear gloves and mask to disinfect each mat at the beginning and end of each session. ST will use hand sanitiser or wash her hands for at least 20sec afterwards. ST will store these mats away in the location agreed by the venue or at home.

- First Aid/Defibrillator - If ST has to apply first aid she will wear gloves and a face covering while attending to the patient and try to sit side to side.

- ST will carry with her her own PPE and daily wash or dispose of disposable equipment in a bin at home. ST will then immediately replace with new PPE ready for the next day/session

The Wonder Tree sessions will not involve singing, shouting or chanting. Attendees will be kept separate on social distant mats and be forward facing.

As the risk of transmission is considerably lower outdoors, ST will run sessions outside when safe to do so and in appropriate weather. This ability will vary at different venues.

A notice stating "Do not enter if suffering from Covid-19 symptoms" is to be displayed on/near each hall venue door (if not ST will provide one).

Emergency Evacuation - In the event of fire/emergency evacuation people do not have to stay 2m apart, as it would be unsafe to do so, however they should be socially distant as much as it is safe to be. ST will continue to follow the venue's normal evacuation procedures.

- Attendees will gather in a forward facing line, keeping spaced as far apart as is safe to do so.

- ST will wear a mask if a distance of 2m cannot be maintained. (See The Wonder Tree Fire Procedures document for further info on Fire Safety).

- '- ST will always have details of two emergency contact numbers for attendees