

# Risk Assessment Form

<b>Organisation:</b> The Tots' Clubhouse Nursery School. Abv. As TTCH.	<b>Additional:</b>	<b>Reference:</b> Obligations under insurance policy.
<b>Activity:</b> Childcare for under 5s. Nursery childcare hours will be grouped into classes/bubbles for the duration of the childcare hours. These will vary depending upon the age of the child.		<b>Site:</b> Alder Mill, Sheepy Road, Atherstone, CV93AH
<b>People at Risk:</b> Children under the age of 5 years of age. Parents, carers and guardians. Staff members / instructors. Staff are deemed to be employees, volunteers, freelancers and third-party session leaders/organisers. Numbers in groups will be aligned to government guidance for COVID19 social distancing measures.		<b>Additional Information:</b> Operating all-year (incl school holidays, school closures and authorised absence from school).
<b>Contact Person:</b> Abigail Grant-Williams <b>Job Title:</b> Director/Manager <b>Origin Date:</b> 21 July 2021		<b>Review Dates:</b> 1 September 2026

## Risk Assessment

Hazard	Risk	Initial Rating (L, M, H,)	Existing Control Measures	Final Rating (L, M, H,)	Additional Action Required (action by whom and completion date)
Exposure to COVID19 (SARS-CoV-2) through booking.	Child and parent, and staff come into contact with COVID19 through booking.	L	<ul style="list-style-type: none"> <li>Parents are required to book online in advance.</li> <li>Children are not allowed to attend without a confirmed booking.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to book online.</li> </ul>	L	On the day action: A register is taken (socially distanced) to confirm that only booked children are in attendance.
Exposure to COVID19 (SARS-CoV-2) through payment.	Child and adult Parents, and staff come into contact with COVID19 through payment.	L	<ul style="list-style-type: none"> <li>Parents are required to pay online in advance.</li> <li>Contactless payments are made via PayPal, credit card (via PayPal) and bank transfer.</li> <li>Cash payments are required to be placed in a sealed envelope for a minimum of 72 hours before opening.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to pay online as a preferred method of payment.</li> </ul>	L	On the day action: Assist Parents to pay online via contactless methods.
Exposure to COVID19 (SARS-CoV-2)	Child and adult Parents, and staff	L	<ul style="list-style-type: none"> <li>Class sizes will be in-line with government legislation on COVID19 social distancing.</li> </ul>	L	Follow up action if exposed: TTCH manager will contact

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through participation.	come into contact with COVID19 through attendance.		<ul style="list-style-type: none"> <li>Parents are required to specify the numbers of those attending.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to socially distance, not unreasonably linger and supervise children at all times.</li> </ul>		Parents to inform of risk of exposure and advise them to follow government guidance on testing and self isolation.
Exposure to COVID19 (SARS-CoV-2) through participation specific to music, instruction and movement.	Child and adult Parents, and staff come into contact with COVID19 through attendance.	<b>M</b>	<ul style="list-style-type: none"> <li>Staff will listen to music as a backing track (not singing).</li> <li>The backing track will be stopped when the staff instructor is talking.</li> <li>The backing track volume will be controlled so that it does not cause the raising of voices.</li> <li>The backing track will be stopped when the staff instructor is demonstrating movements and gestures.</li> <li>Staff will not speak in the direction of the baby or child.</li> <li>Staff will not move/gesture in the direction of the baby or child.</li> <li>Children will be asked to be side-by-side so that directionality of speaking/movement/gestures are controlled.</li> <li>The staff instructor will be asked to vary the directionality of their speaking/movement/gestures during instruction so that they operate in a direction away from children and staff.</li> <li>Both staff and children will be asked not to interact with each other during the class.</li> <li>If outside, wind direction will be observed before the class and the Parents and staff will arrange themselves such that the wind direction reasonably minimises any projection of the virus towards staff/children.</li> <li>Where appropriate, staff and children will modify/reduce movement/gestures and speaking.</li> </ul>	<b>L</b>	On the day action: Remind staff and children to maintain further distances when moving and speaking.

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Exposure to COVID19 (SARS-CoV-2) through participation – specific to staff.	Staff come into contact with COVID19 through attendance.	L	<ul style="list-style-type: none"> <li>Staff members / class instructors are required to use disposable gloves, hand sanitiser and a face covering when handling anything used by a customer.</li> <li>Staff members / class instructors will use their own equipment and any equipment provided by the business will be cleaned and quarantined for at least 72 hours before the class.</li> <li>Staff member / instructors will wash their hands regularly.</li> </ul>	L	On the day action: Staff members / instructors will be reminded to regularly wash their hands, use sanitise, wear gloves, face coverings and/or other reasonable PPE to reduce infection of themselves and others.
Exposure to COVID19 (SARS-CoV-2) through interacting or socialising during the class and outside the class time.	Child and adult Parents, and staff come into contact with COVID19 through interacting or socialising with infected people from outside their family bubble.	M	<ul style="list-style-type: none"> <li>Parents should not interact outside their family bubble during or before/after the class (within the boundary of the premises).</li> <li>Parents should not socialise outside their family bubbles during or before/after the class (within the boundary of the premises).</li> <li>Staff members / class instructor should not interact or socialise beyond the agreed demonstrations and instructions required throughout the class.</li> <li>Should staff need to interact, face masks will be provided.</li> <li>Should Parents need to interact beyond their family bubble, staff will request Parents to wear their face coverings.</li> <li>Children should be supervised at all times to minimise interactions with others outside their family bubble.</li> <li>Parents and staff should not be in 'contact' with anyone outside their family bubble.</li> <li>The purpose of reducing interactions and socialising is to reduce any 'contact'. This is defined as:  <a href="https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person">https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person</a> </li> </ul>	L	On the day action: Display signs to remind Parents and staff to not interact or socialise outside of their family bubble. Remind Parents to put on their face coverings before interacting, should there be an exceptional need to do this.

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			<a href="#">confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person</a>		
Exposure to COVID19 (SARS-CoV-2) through the attendance of an infected person.	Child and adult Parents, and staff come into contact with COVID19 through the attendance of an infected person.	L	<ul style="list-style-type: none"> <li>Children and staff are required to attend classes only when they are well.</li> <li>To protect others, anyone displaying the main symptoms of COVID19 will be asked to not attend.</li> <li>These symptoms are a high temperature, a new, continuous cough, a loss or change to sense of smell or taste.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to not attend if feeling unwell with symptoms of covid19.</li> </ul>	L	On the day action: Observations of Parents. Parents, staff and children will be asked to leave if they display symptoms during the class.
Failure to track and trace Parents if they are exposed to COVID19 (SARS-CoV-2) through the attendance of an infected person.	Child and adult Parents, and staff are not contacted to self-isolate.	L	<ul style="list-style-type: none"> <li>Parents are required to provide full names, telephone numbers and email addresses of those attending (as per online booking details).</li> <li>All Parents are required to agree that these will be made available for contact tracing, should this be required.</li> <li>The participant details will not be used for any other purpose other than for the purposes of track and trace.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement for track and trace.</li> </ul>	L	On the day action: Remind Parents that should there be a need to contact them, their details will be provided for the means of track and trace.
Failure to track and trace Parents if they are exposed to COVID19 (SARS-CoV-2) through the non-disclosure of a participant infected.	The Tots' Clubhouse Nursery School is not contacted to provide details of those Parents in attendance to track and trace.	M	<ul style="list-style-type: none"> <li>Parents are required to contact TTCHNS should they require to provide the contact details of class attendees for the purposes of track and trace.</li> <li>The participant details will not be used for any other purpose other than for the purposes of track and trace.</li> <li>Contact details will be held for 21 days after participation for the purpose of track and trace.</li> </ul>	L	On the day action: Remind Parents that they should inform TTCHNS should they require class attendee contact details for the purpose of track and trace.

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			<ul style="list-style-type: none"> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to disclose any potential exposure.</li> </ul>		
Exposure to COVID19 (SARS-CoV-2) within the car park at the venue.	Child and adult Parents, and staff come into contact with COVID19 within the car park at the venue.	L	<ul style="list-style-type: none"> <li>Parents will be required to park in a socially distanced manner that reduces transmission of COVID19 to other within the car park.</li> <li>Parents park 2m from another car.</li> <li>The car park is an appropriate size to enable 2m distance parking for the numbers of Parents.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to park at a 2m distance from another car.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to socially distance, not unreasonably linger and supervise children at all times.</li> </ul>	L	On the day action: Any participant found not complying with the 2m requirement will be asked to move to a more suitable parking location.
Exposure to COVID19 (SARS-CoV-2) within the arrival area of the venue.	Child and adult Parents, and staff come into contact with COVID19 within the arrival area at the venue.	L	<ul style="list-style-type: none"> <li>Parents will be required to not unreasonably linger in the arrival area and to observe 2m social distancing.</li> <li>The arrival area is an appropriate size to enable 2m distancing for the numbers of Parents.</li> <li>A one-way system will operate.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to socially distance, not unreasonably linger and supervise children at all times.</li> </ul>	L	On the day action: Any participant found not complying with the 2m requirement and unreasonably lingering, will be asked to move.
Exposure to COVID19 (SARS-CoV-2) within the class area of the venue.	Child and adult Parents, and staff come into contact with COVID19 within the class area at the venue.	M	<ul style="list-style-type: none"> <li>Parents will be required to socially distance at 2m from each other at all times.</li> <li>The class area is outdoors or indoor, as required.</li> <li>A socially distanced area at least 2m will be marked out for each family.</li> <li>Parents will be asked to remain within their marked area throughout the class.</li> <li>The social distances required will be reviewed in-line with government legislation, as this changes.</li> </ul>	L	On the day action: Parents are reminded to maintain social distancing throughout. Parents who do not reasonably supervise their children will be asked to leave.

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			<ul style="list-style-type: none"> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to be at a 2m distance from one another, not unreasonably linger and supervise children at all times.</li> </ul>		
Exposure to COVID19 (SARS-CoV-2) within the class due to the length of time attending class.	Child and adult Parents, and staff come into contact with COVID19 within the class due to length of exposure.	<b>M</b>	<ul style="list-style-type: none"> <li>Class start times are set as arrival times.</li> <li>Classes will vary in duration depending upon the age of the child.</li> <li>Allow for a minimum of 20 mins for Parents to arrive and depart separately, and socially distance in a relaxed and friendly manner.</li> <li>Parents will be encouraged to be side-by-side rather than face-to-face with each other.</li> <li>Movement will be restricted to each marked area, which provides space for babies and toddlers to explore, but not to be in physical contact with others.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to not unreasonably linger beyond the duration of the allocated time.</li> </ul>	<b>L</b>	On the day action: Parents will be reminded of timings at the class. Any participant found not complying with the 2m requirement and unreasonably lingering, will be asked to move.
Exposure to COVID19 (SARS-CoV-2) within the class due to back-to-back classes being held within the same area.	Child and adult Parents, and staff come into contact with COVID19 within the class area.	<b>L</b>	<ul style="list-style-type: none"> <li>The marked areas for Parents will be rotated over the totality of classes in a day. Therefore, halving the number of Parents being located in the same place.</li> <li>Parents are required to remove all child belongings from the marked area at the end of the class.</li> <li>Staff are required to observe any risks in areas and to move Parents should there be a concern e.g. babies dribbling, food being dropped onto the grass.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to stay within their marked area.</li> </ul>	<b>L</b>	On the day action: Staff to observe and move Parents should there be a concern.
Exposure to COVID19 (SARS-CoV-2) of vulnerable and	Adult Parents who are vulnerable, susceptible and	<b>M</b>	<ul style="list-style-type: none"> <li>At the point of booking, Parents who identify as vulnerable, susceptible or whom are pregnant, should add this information to the booking form.</li> </ul>	<b>L</b>	On the day action: Greater social distancing will be encouraged for vulnerable,

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susceptible people, and pregnant women.	pregnant come into contact with COVID19 through participation.		<ul style="list-style-type: none"> <li>Parents who identify as vulnerable, susceptible or whom are pregnant, should make themselves known to staff upon arrival.</li> <li>Parents should discuss additional requirements to enable their child's attendance in class.</li> <li>Additional social distancing above 2m can be accommodated.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to disclose this information.</li> </ul>		susceptible or pregnant women. Previously agreed additional requirements should be put into place.
Exposure to COVID19 (SARS-CoV-2) from class resources.	Child and adult Parents, and staff come into contact with COVID19 through class resources.	L	<ul style="list-style-type: none"> <li>Parents are asked not to bring their own class resources or toys.</li> <li>Comforters only are accepted.</li> <li>Children are not allowed to remove items from the class.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to bring their own resources.</li> </ul>	L	On the day action: Remind children to not share personal items.
Exposure to COVID19 (SARS-CoV-2) from food or food waste.	Child and adult Parents, and staff come into contact with COVID19 through food or food waste.	L	<ul style="list-style-type: none"> <li>Parents are asked to provide all food for their child during all classes (breakfast, lunch, dinner).</li> <li>Parents and children will ensure all food waste is disposed of in the designated bins.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to bring their own refreshments and remove all food waste and rubbish.</li> </ul>	L	On the day action: Observe any child consumption of food and disposal of waste to ensure marked areas are clean and clear.
Exposure to COVID19 (SARS-CoV-2) due to contact with an infected person in an emergency.	Child and adult Parents, and staff come into contact with COVID19 through an emergency situation.	M	<ul style="list-style-type: none"> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to be responsible for themselves and their family members including supervising children at all times.</li> <li>Staff members / class instructors will follow government guidance on resuscitation (CPR) and will assess the risk of transmission when attending an</li> </ul>	L	On the day action: Place PPE box next to the instruction area within easy reach in case of an emergency.

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			<p>emergency. Mouth to mouth resuscitation will be given to children.</p> <ul style="list-style-type: none"> <li>A face shield will be provided should anyone take a risk to give mouth to mouth to an adult.</li> </ul> <p><a href="https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov">https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</a></p> <ul style="list-style-type: none"> <li>Appropriate and reasonable PPE will be provided within a box – one each per staff member including a face shield, hand sanitiser, disposable gloves and face covering.</li> <li>Staff/instructors hold a First Aid certificate.</li> <li>Staff members / class instructors are required to use disposable gloves, hand sanitiser and a face covering when attending to an emergency.</li> <li>Staff reporting an emergency to the emergency services are required to use their own telephone in the first instance.</li> <li>Staff are required to record the details of any emergency within the accident book.</li> </ul>		
Exposure to COVID19 (SARS-CoV-2) within the departure of the venue.	Child and adult Parents, and staff come into contact with COVID19 within the departure area at the venue.	<b>L</b>	<ul style="list-style-type: none"> <li>Parents will be required to not unreasonably linger in the departure area and to observe 2m social distancing.</li> <li>The arrival area is an appropriate size to enable 2m distancing for the numbers of Parents.</li> <li>A one-way system will operate.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to not unreasonably linger and socially distance.</li> </ul>	<b>L</b>	On the day action: Any participant found not complying with the 2m requirement and unreasonably lingering, will be asked to move.



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Exposure to COVID19 (SARS-CoV-2) through the use of a toilet in an emergency.	Child and adult Parents, and staff come into contact with COVID19 within the toilets in an emergency.	L	<ul style="list-style-type: none"> <li>A toilet with hand washing facilities will be available only in an emergency.</li> <li>Signage will be displayed to remind children, parents and staff how to wash their hands thoroughly.</li> <li>The toilets will be clean and disinfected prior to classes taking place and after use of staff and children.</li> <li>Parents will be provided with the Conditions of Operation document which stipulates the requirement to not unreasonably linger and socially distance.</li> </ul>	L	On the day action: Remind Parents that there are no toilets available other than in an emergency.
Exposure to weather during travel to the outdoor class location.	Child and adult Parents, and staff. Travel accidents.	L	<ul style="list-style-type: none"> <li>Daily weather forecast obtained, and plans adjusted accordingly. In adverse weather conditions, sessions will be cancelled or rearranged at least 24 hours before commencement.</li> <li>Children, Parents and staff will be advised to only travel when it is safe to do so.</li> <li>TTCHNS will liaise with the premises landlord to ensure carparking and walkways are clear and safe to be used.</li> <li>All children must always be supervised by their respective parents/carers/guardians.</li> </ul>	L	Provide supporting information about adverse weather conditions affecting travel to the sessions via appropriate communication channels e.g. social media, email, text.
Exposure to weather when walking to the outdoor class location.	Child and adult Parents, and staff. Cold injury, heat injury, over-exposure to sun or rain.	L	<ul style="list-style-type: none"> <li>Daily weather forecast obtained, and plans adjusted accordingly. In adverse weather conditions, sessions will be cancelled or rearranged at least 24 hours before commencement.</li> <li>Take appropriate action to ensure that the entrance/exit to the outdoor area is clear and safe to use.</li> <li>Parents should take reasonable personal precautions for attending a class outdoors for example, wear a hat, use sunscreen and drink water.</li> <li>All children must always be supervised by their respective parents/carers/guardians.</li> </ul>	L	Provide clear information that there is no enclosed outdoor covering. Provide supporting information about adverse weather conditions affecting delivery of sessions via appropriate communication channels e.g. social media, email, text.

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Exposure to weather during the class.	Child and adult Parents, and staff. Cold injury, heat injury, over-exposure to sun or rain.	L	<ul style="list-style-type: none"> <li>Children and staff should take reasonable personal precautions for attending a class outdoors for example, wear a hat, use sunscreen and drink water.</li> <li>A parasol will be provided for sunshade and rain shower protection. However, Parents should not touch this and request staff move it as required.</li> <li>All children must always be supervised by their respective staff/parents/carers/guardians.</li> </ul>	L	Provide clear information that there is no enclosed outdoor covering. Provide supporting information about adverse weather conditions affecting delivery of sessions via appropriate communication channels e.g. social media, email, text. Request Parents do not move the parasol or base.
Traffic accident: traffic entering and exiting the carpark external to the premises.	Child and adult Parents, and staff: Injury, death.	M	<ul style="list-style-type: none"> <li>All children must always be supervised by their respective parents / carers / guardians.</li> <li>Staff to remind Parents to be safe within the grounds of the premises.</li> <li>Suitable parking places are available next to the premises.</li> <li>An area is clearly marked outside the entrance to encourage Parents to take direct routes to the outdoor or indoor location.</li> </ul>	L	TTCHNS will liaise with the landlord to make other premises users aware of the sessions taking place each day including numbers and times when Parents are likely to be using the carpark.
Entry to and exit from the premises.	Child and adult Parents, and staff. Slipping, tripping, and falling up or down the step of the entrance/exit of the premises.	L	<ul style="list-style-type: none"> <li>Ensure a visual inspection of entrance/exit is completed before sessions commence.</li> <li>Plan and use suitable participant control measures when using the entrance/exit.</li> <li>Report any concerns regarding entrance/exit hazards to TTCHNS.</li> <li>All children must always be accompanied by their respective staff/parents/carers/guardians.</li> </ul>	L	Should any hazards be identified immediately before session commencement, notices will be placed at the entrance/exit to inform child and adult Parents and staff.
Electric shock from electrical equipment outdoors.	Child and adult Parents, and staff: Injury, death.	L	<ul style="list-style-type: none"> <li>Electrical equipment will be checked regularly and used in accordance with manufacturer's instructions.</li> <li>Session providers are responsible for electrical equipment used during sessions.</li> <li>All children must always be supervised by their respective staff/parents/carers/guardians.</li> </ul>	L	The owner maintains the electrical testing of equipment.

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Child participant lost or separated from a session, inadequate parental/carer/guardian supervision.	Child Parents: Injury, death.	L	<ul style="list-style-type: none"> <li>Ensure staff have a register of child Parents and are aware of their attendance throughout sessions.</li> <li>Staff are briefed on what to do if a child becomes separated from the session.</li> <li>All children must always be supervised by their respective parents/carers/guardians.</li> </ul>	L	Entry/exit to the outdoor area are controlled.
Specific needs of child and adult Parents – pre-existing medical conditions, disability, behavioural, educational.	Child and adult Parents: Illness, injury.	L	<ul style="list-style-type: none"> <li>Obtain information from Parents beforehand, as necessary.</li> <li>Make necessary arrangements for individual child and adult Parents including individual risk assessment and additional staffing as necessary.</li> <li>Child Parents with specific needs are encouraged to make themselves known to staff, if they require session modifications.</li> <li>Child and adult Parents with specific needs for example, wheelchair access or adjusted furniture, this can be organised within sessions.</li> <li>All children must always be supervised by their respective parents/carers/guardians.</li> </ul>	L	Specific needs are to be captured beforehand through booking information. Modifications will be made as reasonably possible.
Staff own children or other family members.	Staff children and family member: Injury or death.	L	<ul style="list-style-type: none"> <li>If staff family members join sessions, child and adult participant safety must not be compromised.</li> <li>Staff children must be of similar age to participate in the session in a controlled socially distanced area.</li> <li>Staff children who do not participate in the session, must always be visible and suitably safe.</li> <li>All staff children are required to be counted within the group numbers.</li> </ul>	L	Plan and prepare an area for staff non-participating children to attend, as requested.
Staff appropriateness to lead sessions.	Child and adult Parents: Injury, death.	L	<ul style="list-style-type: none"> <li>The Tots' Clubhouse Nursery School has £10m employers liability cover.</li> <li>Staff are trained, qualified and DBS checked to lead classes.</li> <li>No session should take place without a suitably qualified, trained or insured person/organisation.</li> <li>Staff are given the opportunity to meet with The Tots'</li> </ul>	L	Child and adult Parents are encouraged to review and feedback on sessions.

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Lifting and moving heavy objects and equipment.	Staff: Injury, death	<b>M</b>	<ul style="list-style-type: none"> <li>Staff are responsible for handling their own equipment. Training should be undertaken as required.</li> <li>TTCHNS will endeavour to set-up the outdoor or indoor location as per required layouts for session leaders. This will be carried out by trained staff.</li> </ul>	<b>L</b>	Assistance will be sort from the landlord as required.
Noise levels.	Noise levels are high enough to damage child and adult Parents hearing. Child and adult Parents get close to speaker equipment.	<b>L</b>	<ul style="list-style-type: none"> <li>Session noise levels will be monitored to ensure that they do not reach a level where damage could be caused to the hearing of child and adult Parents.</li> <li>Session noise levels are not to create a disturbance.</li> <li>Music speaker equipment will be sufficiently organised and monitored such that Parents cannot get close to it.</li> <li>Where any child or adult participant complains about the noise level, this will be altered and monitored.</li> <li>Sound equipment will be routinely checked that it is working in accordance to manufacturer's instructions to reduce the risk of malfunction.</li> </ul>	<b>L</b>	
Emergency (Incl. incidents) and emergency evacuation of the indoor or outdoor location.	Child and adult Parents, and staff: Injury, death	<b>M</b>	<ul style="list-style-type: none"> <li>Child, Parents and staff are encouraged to observe the location emergency exits and assembly point located in the car park.</li> <li>The emergency exit and assembly point are clearly marked and free from obstruction.</li> <li>A fire extinguisher is located next to the exit.</li> <li>The exit is clearly marked.</li> <li>At all times, report any suspicious behaviour or unattended bags, equipment or other.</li> <li>All children must always be supervised by their respective parents / carers / guardians.</li> </ul>	<b>L</b>	The emergency exit and assembly point will be maintained by the landlord.
Loss of power.	Child and adult Parents, and staff: Injury, death.	<b>L</b>	<ul style="list-style-type: none"> <li>Classes will only take place during day-light hours.</li> <li>Any session taking place at the time of a power-cut</li> </ul>	<b>L</b>	In the event of a power-cut, the landlord or associated agent will be available to

# Risk Assessment Form

Hazard	Risk	Initial Rating (L, M, H,)	Existing Control Measures	Final Rating (L, M, H,)	Additional Action Required (action by whom and completion date)
			<p>will cease and be rearranged.</p> <ul style="list-style-type: none"> <li>All children must always be supervision and supervised by their respective staff / parents / carers / guardians.</li> </ul>		assist.