

Appendix 3

RISK ASSESSMENT FORM RA1 (CF/01/01)



Directorate	Education and Youth	Activity (Brief Description)	Play		
Service	Play Development	People at Risk	Children and Employees		
Location	Connah's Quay, Central Park	Date	30/07/20	Review Date	12/07/2021
Assessor	Janet Roberts Romaine Halfpenny-Williams	Issue Number	2		

Item No	Hazard (include effects)	RISK RATING (without controls) High/Medium/ Low	Existing Control Measures	RISK RATING (with existing controls) High/Medium/ Low
1	Spread of COVID-19	High	<p>Public Health Wales guidance must be followed at all times.</p> <p>The control measures required for COVID-19 are as per standard hygiene practices with enhanced attention such as frequency.</p> <p>Risk assessment excludes 'at risk' categories and potential for infection occurring outside the sites.</p> <p>Training provided by FCC Health and Safety team and supervisory team for all team members before the scheme start, including specific training for COVID protocols and procedures</p> <p>There is an emergency contingency plan for when a child is identified with Covid symptoms or it is reported that they are Covid positive whilst they are at playscheme</p>	<p>Low</p> <p>Low</p>

2	Cleaning and sanitising activities - All users - if areas are not regularly cleaned and sanitised, then there is a risk of the virus spreading.	High	<p>This is part of the summer playscheme team training provided by OH&S and Play Development Supervisors</p> <p>Emergency packs (Including aprons/goggles/gloves/masks) are held by each team for a COVID emergency The child is isolated but supervised and kept calm diverted with activities until parents or carers are able to collect from site</p> <p>EMERGENCY CONTACT DETAILS FOR FAMILIES ARE KEPT ON SITE AT ALL TIMES</p> <p>This would be reported to TPP team and OH&S</p> <ul style="list-style-type: none"> ● Sanitising station setup for cleaning hands and equipment before, during and after the session. ● Enhanced cleaning of high contact areas arranged throughout the session. ● Wash hands following any cleaning. ● Where cleaning products are used wear appropriate PPE (e.g. vinyl or nitrile gloves/aprons) ● Children cannot leave the facility unless collected by an agreed adult or prior arrangements have been made. ● All staff/volunteers/supervisors to have valid DBS clearance. ● Toilets – to be sanitised after every use –one in one out – gels on entrance and exit ● Under 8's to use Community Centre toilets ● Over 8's to use scout hut toilets 	Low
3	Person-to-person transmission - All users - (If care is not taken to reduce the impact or likelihood of person to person transmission, then the virus could spread to others).	High	<ul style="list-style-type: none"> ● Parents and children on arrival to be encouraged to maintain social distancing. ● Staff and volunteers to be made aware of COVID-19 symptoms and to remain alert for symptoms in others - new continuous cough, fever or high temperature. ● Activities developed and coordinated to minimise close contact and following the national guidance in Coronavirus (COVID-19); implementing social distancing. ● Social hygiene skills (e.g. using/disposal of tissues and face touching) to be reinforced throughout the day. 	Low

4	Transmission via inanimate objects - All users	High	<ul style="list-style-type: none"> ● Activities including play and eating should all take place at 2 metres apart. ● All users to wash hands upon entry, regularly throughout the session and to follow good hygiene practices when not in the session. ● Hand sanitiser and disinfectant wipes provide for each site. ● Water bottles and food to not be shared. Water bottled to be labelled with individual names. <ul style="list-style-type: none"> ● Sharing of objects to be minimised wherever possible. ● Communal objects/surfaces to be cleaned using standard cleaning methods but on a more frequent basis. ● Specific areas/equipment used by persons excluded due to being symptomatic must be cleaned before re-use in line with COVID-19: cleaning in non-healthcare settings - https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings 	Low
5	Persons becoming symptomatic while at the hub - All users - (If arrangements are not made swiftly once a child displays symptoms at the site, then this could result in the virus spreading to all those in attendance).	High	<ul style="list-style-type: none"> ● Number of children attending limited for 30 people (including staff at each site). ● If anyone becomes symptomatic in an educational setting with either: <ul style="list-style-type: none"> ○ a new, continuous cough - this meaning coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual) - NHS guidance ○ a high temperature - this means you feel hot to touch on your chest or back (you do not need to measure your temperature) NHS guidance and they should be sent home and advised to follow the latest stay at home guidance - https://gov.wales/stay-home-guidance-households-possible-coronavirus 	Low
6	Symptomatic children entering the site	High	<ul style="list-style-type: none"> ● All users to wash hands upon entry, regularly throughout the session, before departure and to follow good hygiene practices when not in the session. 	Low

7	Play Activities/Sport	Medium	<ul style="list-style-type: none"> ● Parents reminded of their responsibility to abide by current guidelines on social distancing and stay at home guidance. ● Parents are reminded to check children for symptoms prior to entry. <p style="text-align: center;">Refer to separate risk assessment for this section.</p>
8	Access / egress point <ul style="list-style-type: none"> ● Car park - risk of collision with oncoming traffic ● Busy road on the back of the site 	Medium	<ul style="list-style-type: none"> ● Make sure that children are sensible and socially distance when entering and exiting the site ● Main Access point near car park - make children aware of the busy car park ● Open access site with no fence. Busy main road running alongside the site ● Supervision for children crossing the road ● Divert all play away from the road ● Actively remind children about the road hazards - for example if a ball is kicked off site onto the road, child is not to retrieve the ball (playworker will retrieve it).
9	Terrain on site <ul style="list-style-type: none"> ● Steep bank running down main access point - trip / fall hazard when entering site ● Woodland area running alongside the steep bank ● Soft ground / potholes towards back of site (opposite end to the scout hut). 	Medium	<ul style="list-style-type: none"> ● There is a steep bank at the main access point of the site, walk down with caution - Make children aware of the hazard and dangers of running down the bank. - divert play away if necessary ● Especially careful on wet surfaces as the falling risk is greater. <ul style="list-style-type: none"> ○ Woodland area alongside bank, trees branches and nettles all pose a risk - Divert play away from the area - Remind children of the hazards ● Soft ground / potholes towards the back end of the site. - divert play / cone off if necessary ● As part of the daily risk assessment sheets (morning and afternoon tick sheets) check for any dangerous hazards, like fallen branches and potholes that could cause harm.

10	Area around scouts hut <ul style="list-style-type: none"> • Concrete surface • Metal rails 	Medium	<ul style="list-style-type: none"> • Concrete surface by the scouts hut, slips / trips and falls - remind children of dangers, divert play if necessary (especially in wet conditions). • Don't allow children to swing / climb on the metal railings as they pose a significant falling hazard. 	
	Ultimate Risk		Ultimate Existing Risk	

FURTHER ACTION REQUIRED TO REDUCE RISK TO ACCEPTABLE LEVEL

Item No	Further action necessary to control risk	Action by	Date Completed	Residual Risk (with further controls) High/Medium/Low

		Ultimate Residual Risk	
--	--	-------------------------------	--

Assessor(s) Signature(s) ROMI HALFPENNY-WILLIAMS	Managers Name: JANET ROBERTS	Managers Signature: JANET ROBERTS
---	---------------------------------	--------------------------------------

Other relevant Risk Assessments:

RISK RANKING MATRIX (RISK RANKING = SEVERITY X LIKELIHOOD)

High (3) Death, Major injury or work related illness, permanent harm or disability	Se ve ri t y	3	6	9
Medium (2) Injuries or work related illness where people are unable to undertake their normal work for more than 3 days; semi-permanent harm or injury		2	4	6
Low(1) All other minor injuries – first aid treatment with no permanent harm – minor cuts and bruises		1	2	3
		Likelihood		
		Low (1) Where harm is unlikely to occur under normal circumstances. Low expectation of occurrence. - And -	Medium (2) Where harm is likely to occur in time. - Or - Exposure to the hazard exists intermittently or hazardous event occurs occasionally - And / Or -	High (3) Where the hazard is likely to occur imminently or in the very short term. - Or - Exposure is permanent or occurs frequently. - Or - Much evidence of previous harm

	there is full compliance with relevant health and safety legislation	not fully compliant with relevant health and safety legislation	- And / Or - Major non-compliances with relevant health and safety legislation
OUTCOME / REQUIRED ACTION (Severity x Likelihood “score”)			
	HIGH (6-9)	MEDIUM (3-4)	LOW (1-2)
	Immediate action is required to control the risk before any further activity.	Work may proceed if additional control measures are implemented within strict timescales. These measures must be proportionate to the potential consequences.	Work can proceed – no significant action is required other than monitoring that things do not change and that existing measures are being monitored and maintained.