

Specific Risk Assessment: Squirrels Wrap Around Care

Key Issue	How it will work	Measures to Implement	Risk Assessment
Squirrels Drop Off and Pick up via the main entrance in the morning adjacent to school office	<p>All squirrels children to be brought to school via the main entrance.</p> <p>Parents of any Squirrels children arriving at school via the main will not enter the building. They will say goodbye at the door. The children will enter the building via the main door.</p> <p>At pick up, the Squirrels children will be dismissed via the main entrance again. Parents will be asked to stand well back. Squirrels staff will let the children out of school at a safe distance.</p>	<p>No adults to enter the building upon drop off/pick up.</p> <p>We ask that only 1 adult brings their child/children to school and wherever possible siblings remain at home if it is safe – although we recognise this may not be possible for all families. This adult will maintain a safe 2m social distance from the school entrance. Parents will not be allowed to gather outside the main entrance.</p>	<p>No gathering outside the main entrance</p> <p>Main entrance allocated drop off point for Squirrels. and Key Worker children only</p>
Squirrels Communication from Parents	All communication from parents will be strongly encouraged to take place over the phone or via email wherever possible.	Parents to receive information relating to communication via phone/email unless absolutely necessary.	Procedures followed.
Location of Squirrels children to avoid mixing key groups	<p>In order to avoid children who attend Squirrels mixing with children from other key groups, Squirrels groups will be split in to 3 groups and will be based in the same room that they will be based in for school:</p> <p>Reception – Reception Classroom (am Erin, pm Erin)</p> <p>Year 1 – Year 1/2 Classroom (am and, pm Sarah/Jen)</p> <p>Key Workers - Year 3/4 Classroom (Sarah D am & pm Catherine)</p>	If any group has no children the staff assigned to that group will staff will move to support the other allocated to Jen/Sarah .	Potential for Squirrels staff to cross groups
Organising activities and snack time	Squirrels staff will organise activities and snack and make sure they take them to their base before Squirrels begins. In a box for that group	<p>Sanitiser available for Squirrels team to use on handles and tables following use by children.</p> <p>All crockery should be washed at the end of Squirrels daily in dishwasher.</p>	Squirrels team responsible for use of sanitiser to wipe tables and handles following their use
Squirrels Staff need assistance from another member of staff	<p>All allocated spaces should have the door propped open. All staff will be able to hear if shouted for.</p> <p>No member of staff will be left on site alone with children – Adults to move between groups if necessary for safety reasons.</p>	Hand must be washed thoroughly if staff move between groups.	All staff will be able to call for assistance if they need it.
Outside play	<p>If Squirrels staff take their groups outside, they must enter/exit the building via their base door and may not play within 2m of other groups.</p> <p>They may not go on the outdoor climbing equipment which will have been used by other groups during the school day.</p>		Minimised risk of contact between groups
Accepting children from other settings	The need to accommodate children from other settings with sibling in school will be assessed on a case by case basis. If permitted they will join the bubble their sibling is part of for wrap around if capacity allows. Staff and parents consulted before a decision is made.	<p>Before being permitted access to squirrels parents of children in the group due to accept an outside member will be informed.</p> <p>If they are unhappy with the arrangement due to increased exposure the placement cannot be given.</p>	Increasing exposure chance for adults / children in groups for those attending mixed settings.

