

SETTING NAME: TINY TOTS LTD

AREA: CATERPILLAR ROOM

This must be read in conjunction with the COVID Risk Assessment. Anything in red has been added to this RA.

AGE RANGE: 0-2 YEAR OLDS

Reviewed: 23rd July 2020

DATE OF NEXT REVIEW: JULY 2021

Hazard	Person at risk	Risk to consider	How can the risk be reduced?	H/M/L	Who is responsible?
Hand washing	Staff & children	Spreading infection	<ul style="list-style-type: none">• Children, staff and (visitors) are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60 percent alcohol) and follow infection control procedures in accordance with the DfE and Government guidance.• Sufficient amounts of soap (or hand sanitiser where applicable), clean water and paper towels are supplied in all toilets and kitchen areas.• Children must be supervised by staff when washing their hands to ensure it is done correctly.• Hand washing on arrival to nursery and regularly throughout the day, especially after outdoor play, toileting and before and after meal time, must be carried out.	L	Room Staff
Resources	Staff & Children		<ul style="list-style-type: none">• The children will not be able to play with soft toys, playdough, clay, and certain loose parts, unless they can be organised for single use. The resources must be disposed of at the end of each session.• Play resources will be limited to items that can be washed after use.• Toys are no longer allowed to be bought from home.• All resources required for play and learning experiences of children should be regularly washed and/or sterilised.• Loose Part play will be limited to resources that can be washed.	L	Room Staff

Furniture on castors	Children adults	Movement Trapped fingers	Lock castors	L	Caterpillar Room Staff
Soft furnishings: Rugs, canopy, cushions, blankets,	Children adults	Tripping becoming entangled	Zoned in an area away from main circulation routes. Where possible, furniture placed on top of rugs to prevent slipping. Prop the net open with cushions and monitor use. Where possible soft furnishings have been removed.	L	Caterpillar Room Staff
Changing Area And changing unit	Children	Falling Ingestion of substances Suffocation	All staff must have a DBS check. Do not leave a child unattended. Make sure that staff have all the equipment they require before changing the child. Wear PPE – gloves and an apron. Wash hands before and after changing Dispose of nappies in the yellow bin. Bin must be fitted with a yellow bag. Empty yellow bin daily. Clean changing area after each child is changed. Store cleaning products out of the reach of children. No hazardous products or objects to be stored on the shelving area underneath the unit. Opened glove and nappy sacks must be stored out of the reach of children. Half termly monitoring by management to ensure correct procedures are carried out.	L L L	All suitably qualified adults who have had a DBS check
Nursing Chair	Children	Trapping fingers Falling	Not for child use	L	Caterpillar Room Staff
Main Storage Cupboard	Children adults	Trapping fingers Back sprains, strains	Cupboard doors to remain locked. Small or potentially harmful objects to be stored on high shelves. Large heavy items to be stored on lower shelves. Correct lifting procedure must be followed to minimise injury and Manual Handling Policy must be adhered to.	L	Caterpillar Room Staff
Underfloor heating	Adult	Overheating	Daily temperature checks. Temperatures not to drop below 16 degrees C in the room and 18 degrees C in the Sleep Room. Heating set and regulated.	L	Designated adult carrying out morning checks.
Plug Sockets	Children	Electric shock	Set at 1200mm to the top of the switch and 400mm to the bottom of the socket in accordance with building regulations. All sockets have been risk assessed and appropriate safety measures are in place to ensure the	L	Henwood – contractor Owner

			safety of the children. We have decided not to use safety plug covers based on recent research.		
Toys/Sensory Objects					
Loose parts	Children	Choking	Check toys regularly for small loose parts. Dispose of broken toys. Use age appropriate toys only. Confirm with the room leader that the object is age appropriate. Any heuristic / sensory objects must be large enough so that the children are unable to put into their mouths. The use of jelly cubes are NOT permitted. The use of shaving foam is NOT permitted	L	Caterpillar Room Staff
Cow Bikes	Children	Falling	Not to be used on the rug area. Clear space, free from large furniture. Supervised use.	L	
Water Tray	Children	Drowning	Water play must not be shared across bubble groups. Water play will be limited to;	L	
	Adult	Back strain	<ul style="list-style-type: none"> - Use by one bubble group - In small quantities in the mud kitchen for pouring and mixing. Antibacterial detergent should be added. - Running water from a tap or hose pipe Fill water no more than a third full. Do not leave children unsupervised 2 adults to lift and fill an empty tray. Correct lifting procedure must be followed to minimise injury. Manual handling policy must be adhered to.		
Soft Play	Children	Falling, tripping	This activity must be supervised and the area where the soft play is used must be free from furniture or toys.	L	
Rocking Horse	Children	Falling, trapping fingers and toes	Staff to monitor use and support children onto the rocker. To ensure other children don't get too close when in use.	L	
Chair Swing	Children	Knocking other children	Think about where the chair is placed and find a quiet area. Fasten the strap to secure the child in place and supervise.	L	

Bumbo & bouncy chairs	Children	Injury Falling	Chairs must be placed on the floor on an even surface. If there are straps these must be fastened.	L	
SLEEP ROOM					
Door	Children	Trapped fingers	Adults to open doors only	L	Caterpillar Room Staff
Cots Hand Rail Mattress Sleep position	Children	Falling	Base set on lowest level HR: Set securely in highest position Sleep position at the bottom of the cot Staff to observe the child and record every 10 minutes unless a child is new or under 6 months then record every 5 minutes.	L	Caterpillar Room Staff
Lifting children	Adults	Back strain	Correct lifting procedure must be followed to minimise injury. Manual handling policy must be adhered to and training kept up to date using citation. Regular reviews at staff meetings and supervision.	L	All Staff
Spills Bodily Fluids	Children Adults	Slipping	Wear correct PPE Contain the spill and section off the area. Mop up spillages with appropriated blue roll (disposable) Mop up spillages as soon as they are spotted. Refer to procedure for cleaning, removal and disposal of bodily fluids	L	All Staff
Use of push chairs for sleeping	Children	Injury Falling	Cleaning - wiped down with an anti-bacterial spray after each use and washed with warm soapy water once a week. Once the child is asleep the brake must be applied and the push chair positioned away from the main circulation area. Children must be strapped in at all times when in the pushchair. Push chairs must be removed from the room as soon as they are finished with	L	All Staff
MILK KITCHEN					
Storage	Children	Ingestion of objects or substances	Cupboards locks fitted, monitored and immediately replaced if broken. Only nappies, wipes, unopened gloves and unopened	L	Caterpillar Room Staff Management

Use of the kettle, microwave & steriliser	Children Adults	Falling objects Burning liquid	nappy sacks to be stored in the lower cupboards. No hazardous substances to be stored in the lower cupboards. The work surface must be kept clear and if anything is stored it must be out of reach Staff must take account of where the children are in relation to the activity they are about to perform. The appliances must remain on the kitchen side and must not be carried across the room under any circumstances.	L	
Use of dishwasher & dishwasher tablets	Children	Ingestion of substances	Ensure that children aren't near or around the dishwasher when it is being emptied or filled. Dishwasher tablets must not be left on the side but stored in the wall cupboard.	L	
Sink water temperature	Adults	Burning	Water temperature appropriately set	L	
Children's sinks & hand wash dispenser.	Children		Free flow waste and temperature regulated. Children to be supervised when washing hands. The sinks must not be used during play. Check the floor for spillages.	L	

Staff sign and date: