

[COVID 19 Risk Assessment for Indoor Stay and Play Sessions](#)

[Last reviewed: December 2020](#)

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

This Risk Assessment is for dealing with the current Covid-19 situation for our Indoor Stay and Play sessions. We regularly check government and local council guidance to ensure our safeguarding and prevention of Covid -19 spread is current and robust.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
<p>Spread of Covid-19 Coronavirus and illnesses resulting from this</p> <p>Psychological impacts of Covid-19</p>	<ul style="list-style-type: none"> <li>● Staff</li> <li>● Visitors to sessions</li> </ul>	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> <li>● Hand washing facilities with soap and water in place on table away from session area</li> <li>● Drying of hands with disposable paper towels.</li> <li>● Gel sanitisers to be placed in the handwashing area</li> </ul>	<p>On arrival, visitors to sessions to be encouraged to wash their hands with water and soap and dry with disposable towels.</p> <p>There will be a 'Catch it, Bin it, Kill it' poster displayed on the information board with tissues and a bin provided at every session.</p> <p>Covid-Careful Charter with pictures displayed with guidance on</p>	LS and HS	September 2020	
<p>Spread of Covid-19 Coronavirus and illnesses resulting from this</p> <p>Psychological impacts of Covid-19</p>	<ul style="list-style-type: none"> <li>● Staff</li> <li>● Visitors to sessions</li> </ul>	<p><u>Contamination control</u></p> <ul style="list-style-type: none"> <li>● Each family group will have their own box or bag of individual equipment</li> </ul>	<p>At the start of each session the leader will go through procedures of using own 'play station' area and individual play boxes. Requesting all equipment to be returned to the boxes after use for thorough cleaning after the session.</p>			
<p>Spread of Covid-19 Coronavirus and</p>	<ul style="list-style-type: none"> <li>● Staff</li> </ul>	<p><u>Cleaning</u></p> <ul style="list-style-type: none"> <li>● All equipment used by visitors to be in an individual box that is</li> </ul>	<p>Covid-Careful Charter with pictures displayed with guidance on</p>			

<p>illnesses resulting from this</p> <p>Psychological impacts of Covid-19</p>	<ul style="list-style-type: none"> <li>● Visitors to sessions</li> </ul>	<p>rigorously cleaned after each session with antibacterial spray.</p> <ul style="list-style-type: none"> <li>● Equipment will be quarantined for 72 hours before being reused in an indoor session</li> <li>● Clean room after session following centre's directions</li> </ul>	<p>All equipment, boxes and handwashing station to be thoroughly cleaned after each session using anti-bacterial spray.</p> <p>High touch points, seats and floor to be cleaned as directed by host centre's Covid prevention measures for users</p>			
<p>Spread of Covid-19 Coronavirus and illnesses resulting from this</p> <p>Psychological impacts of Covid-19</p>	<ul style="list-style-type: none"> <li>● Staff</li> <li>● Visitors to sessions</li> </ul>	<p><u>Social Distancing</u></p> <ul style="list-style-type: none"> <li>● Pre-booking of sessions with a top limit of 10 adults per session bringing up to two of their own children.</li> <li>● Each family group have their own 'Play Space' that is spaced at least 2m from the next group.</li> <li>● Signage displayed reinforcing the 2m message</li> <li>● Visitors to follow centre's guidance and signage regarding one way systems</li> </ul>	<p>Rigorous booking system ensuring numbers are limited for every session to match space available in hired room</p> <p>'Play station' mat clearly defining individual group areas.</p> <p>Information board displaying 2m distance signage</p> <p>Covid-Careful Charter with pictures displayed with guidance on</p> <p>All visitors follow measures prescribed by host space</p>			
<p>Spread of Covid-19 Coronavirus and illnesses resulting from this</p> <p>Psychological impacts of Covid-19</p>	<ul style="list-style-type: none"> <li>● Staff</li> <li>● Visitors to sessions</li> </ul>	<p><u>Symptoms of Covid-19</u></p> <ul style="list-style-type: none"> <li>● Signage displayed reminding visitors not to attend if anyone of the group is unwell or showing symptoms including a new continuous cough or a high temperature.</li> <li>● If advised that a member of staff or public has developed Covid-19 and have recently attended an Early Adventurers session, WPC management team will contact the</li> </ul>	<p>Display poster on information board showing symptoms of Covid -19</p> <p>Covid-Careful Charter with pictures displayed with guidance on</p> <p>Information on website and booking system displaying the procedures and data sharing possibilities in the event of Covid-19 cases discovered after visits to sessions.</p>			

		<p>Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p> <ul style="list-style-type: none"> <li>● <u>Please see below for guidance if contact tracing becomes necessary</u></li> </ul>	Data protection and safeguarding policies are always available to view on Wolves Play Café website			
--	--	---	--	--	--	--

Contact tracers will:

- call you from 0300 013 5000
- send you text messages from 'NHStracing'
- ask you to sign into the [NHS Test and Trace contact-tracing website](#)

Contact tracers will never:

- ask you to dial a premium rate number to speak to them (for example, those starting 09 or 087)
- ask you to make any form of payment or purchase a product or any kind
- ask for any details about your bank account
- ask for your social media identities or login details, or those of your contacts
- ask you for any passwords or PINs, or ask you to set up any passwords or PINs over the phone
- disclose any of your personal or medical information to your contacts
- ask about protected characteristics that are irrelevant to the needs of test and trace
- provide medical advice on the treatment of any potential coronavirus symptoms
- ask you to download any software to your PC or ask you to hand over control of your PC, smartphone or tablet to anyone else
- ask you to access any website that does not belong to the government or NHS

#### HOW NHS TEST AND TRACE WILL TAKE STEPS TO MINIMISE TRANSMISSION

If you receive a request for information from NHS Test and Trace this does not mean that you must close your establishment. NHS Test and Trace will, if necessary, undertake an assessment and work with you to understand what actions need to be taken.

Depending on the circumstances and the length of time that has elapsed, this could include arranging for people to be tested, asking them to take extra care with social distancing and/or – in some circumstances – asking them to self-isolate. NHS Test and Trace will give you the necessary public health support and guidance. Your staff will be included in any risk assessment and NHS Test and Trace will advise them what they should do. If there is more than one case of COVID-19 on your premises, you should contact your [local health protection team](#) to report the suspected outbreak. Published 2 July 2020