

# Toddler Thursday Easter Session Risk Assessment



## Version Control

Issue Date	Issue Number	Amends	Issued By
29 <sup>th</sup> March 2021	1		Fran McLean

Risk	Who Might Be Harmed?	Controls	Additional Information	Person Responsible
Adults and children are susceptible to contracting or spreading Coronavirus <b>when arriving on site and entering the marquee.</b>	Families and volunteers	<p>All children and adults will use hand sanitizer before entering the marquee. Hand sanitiser will be supplied on a table by the entrance.</p> <p>One-way system through the marquee with 'Entrance' and 'Exit' signage in place.</p> <p>Parents/carers must put on a face mask before entering the marquee.</p> <p>On entering the marquee, family bubbles will place their picnic rug next to a marker which will be spaced 3 metres apart.</p>	<p>Parent/Carer to ensure child uses hand sanitiser.</p> <p>Fran to control one-way system.</p> <p>Fran to ensure all adults have a facemask and provide one if not.</p> <p>Fran to direct each family bubble to stand a marker.</p>	<p>Parent/carer</p> <p>Fran McLean</p> <p>Fran McLean</p> <p>Fran McLean</p>
Adults and children are susceptible to contracting or spreading Coronavirus <b>when inside the marquee.</b>	Families, Staff and volunteers	<p>Parent/carers must always maintain social distancing of 2 metres and wear a face mask. Children may move freely within the space.</p>	<p>Fran to ensure social distancing is maintained.</p>	<p>Fran McLean</p> <p>Parent/carer</p>

<b>Risk</b>	<b>Who Might Be Harmed?</b>	<b>Controls</b>	<b>Additional Information</b>	<b>Person Responsible</b>
Adults and Children are susceptible to contracting or spreading Coronavirus <b>whilst singing</b>	Families, Staff, volunteers	Although singing is now allowed outdoors, because this session takes place inside the marquee, songs will be played on a CD player and children and adults will be asked to join in with the actions.	Fran will explain this to all adults present.	Fran McLean Parents/carers
Adults and Children are susceptible to contracting or spreading Coronavirus <b>whilst completing the Scavenger Hunt</b>	Families, Staff, volunteers	Each family bubble will collect their scavenger hunt sheet and pencil inside a plastic wallet when entering the marquee.  Adults may remove their face mask in the Church grounds but must maintain social distancing of 2 metres from other adults.	These packs will be made 48 hours in advance.	Fran McLean
Adults and Children are susceptible to contracting or spreading Coronavirus <b>whilst consuming snacks and drinks.</b>	Families, Staff, volunteers	Families, staff and volunteers will be asked to bring their own snack and drink, to consume after the scavenger hunt.  On entering the marquee the one way system will be used and all children and adults must reapply hand sanitiser (before eating their snack).	Fran will ask all families to provide their own snack and will ask that no snacks or drinks are shared.  Parents/carer will ensure that their child uses hand sanitiser before entering the marquee and eating their snack.	Fran McLean  Parent/carer
Adults and Children are susceptible to contracting or spreading Coronavirus <b>whilst completing the craft activity</b>	Families, Staff, volunteers	Each family bubble will receive their own craft pack, with all the resources needed to complete the craft activity. These will be available to pick up as the families enter the marquee.	These packs will be made 48 hours in advance.	Fran McLean
Adults and Children are susceptible to contracting or	Families, Staff and Volunteers	Everyone will be directed to use the external Annexe toilet.		Fran McLean  Fran McLean

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spreading Coronavirus <b>when using the external Annexe toilet.</b>		<p>Appropriate signage, soap and paper towels will be displayed to encourage handwashing for 20 seconds.</p> <p>Appropriate signage and disinfectant wipes will be displayed and provided, to ask adults to wipe down the flusher, taps, wash basin and door handle after use.</p>	<p>Parent/carer will be responsible for ensuring their child completes handwashing.</p> <p>All adults to wipe surfaces after use.</p>	<p>Parent/carer</p> <p>Fran McLean Parent/carer</p>
Families are susceptible to contracting or spreading Coronavirus <b>whilst eating leaving the marquee and Holy Trinity site.</b>	Families, Staff and volunteers	<p>On leaving the Marquee through the Exit (following the one-way system) each child will collect an Easter egg to take home. Parents will pick these up for the children, from a basket by the exit.</p> <p>Parents and carers will be asked to maintain social distancing until they have left the Holy Trinity site.</p>	The eggs will be placed in a basket 48 hours in advance.	Fran McLean Parent/carer