



GWEALAN TOPS ADVENTURE PLAYGROUND CORONAVIRUS (COVID 19) RISK ASSESSMENT – SEPTEMBER 2020

This Risk Assessment has been drawn up in response to the current COVID-19 health crisis and must be read in conjunction with all existing Gwealan Tops Adventure Playground Health and Safety and Risk Assessment policies and procedures.

Who we are:

Gwealan Tops Adventure Playground is an open access adventure playground which means that children aged 7 and over are free to come and go as they please once their parents/carers have completed a registration form. The playground also offers family days where children under 7 can attend with a responsible adult who maintains supervisory responsibility whilst children are on the playground. Usually, children and young people are free to choose who, when and where they play while attending the playground. This open access policy means children and young people are not restricted in their movements and can come and go freely as they wish during our opening. This approach has been reviewed.

During the current health crisis, we are changing our operating policies and procedures to meet government guidance and to ensure that children can still play at the playground.

Risk Assessment Guidance

This risk assessment has used guidance from the World Health Organisation, NHS, SAGE, and Central and local government guidance to ensure this risk assessment is following the latest advice, particularly:

'Protective measures for out-of-school settings during the coronavirus (COVID-19) outbreak' -Published 1 July 2020.

'Guidance for providers of outdoor facilities on the phased return of sport and recreation in England' - Updated 30 June 2020

'COVID-19: Guidance for managing playgrounds and outdoor gyms' - Published 26 June 2020

National Youth Agency Managing youth sector activities and spaces during COVID-19

Please note that this advice could change and that the risk assessment will be reviewed as and when any relevant changes have been made to the current advice.

Our Approach: Adventure Playground and Children and Young People – Covid-19

All our work with children and young people will be in the outside areas on the adventure playground and in the tarmacked back playground area. No parents or carers will be allowed in these areas.

All children must sign in on entry and staff to ensure that there is a registration form for each child to aid in track and trace and to restrict numbers. Whenever children enter or leave the playground they must wash hands.

Using government guidance our approach is to concentrate on:

- Minimise contact with those who are unwell
- Clean hands often
- Catch it, bin it, kill it – respiratory hygiene
- Clean surfaces that are touched frequently
- Minimise contact and mixing
- Use Personal Protective Equipment when appropriate

We will implement increased hygiene (personal and premises) and cleaning rotas paying regard to current and future Government guidance as outlined in 'COVID19: Cleaning in non-healthcare settings guidance'.

The guidance for providers of outdoor facilities on the phased return of sport and recreation advises on specific protective measures that should be put in place to run safer outdoor provision during the coronavirus (COVID-19) outbreak, including:

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, or who have been advised by NHS Test & Trace to self-isolate do not attend your setting
- keeping facilities and equipment clean - touch points (e.g. handrails and gates) should be particular areas of focus for increased cleaning
- using signs, posters and regular reminders to build awareness of good handwashing technique, the need to increase handwashing frequency, avoid touching your face, and to cough or sneeze into your arm rather than your hand
- providing more waste facilities and more frequent rubbish collection
- providing hand sanitiser in multiple locations
- using disposable paper towels in handwashing facilities, where possible
- setting clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved

The following risk assessment is our response to the challenge of Covid-19 and the guidance available.

APM = Adventure Playground Manager (John, Bridget)

D = Deputy Adventure Playground Manager (Donna, Kerry, Charlotte)

All = Playworkers, cleaner, employees and trustees of GTAP, plus volunteers and partnership workers

ADVENTURE PLAYGROUND

Prior to Opening	Managing the Risk	Procedures	Actions	Who
	Clear communication, instructions and continual reminder to all staff, parents, carers and children not to attend the playground who suspect they have been exposed to the virus within the at risk time frame, or are showing symptoms that may be indications of active virus.	<p>Staff must contact APM and follow current stay at home guidance</p> <p>Process in place for communicating with parents prior to visiting site</p> <p>Visiting colleagues and staff can volunteer to have temperature check prior to session</p>	<p>Sign protocol</p> <p>Any concerns should be raised immediately</p> <p>Use non-contact thermometer</p>	<p>All staff</p> <p>All to APM</p> <p>DorAPM</p>
	Playground to remain closed to general public to avoid possible spread of the virus and to allow staff to focus on delivering supervised sessions	<p>Parents, carers and children informed of Gwealan Tops Covid-19 measures.</p> <p>Parents, carers and children informed of opening days and times and precautions.</p>	All parents/carers sent Covid-19 information sheet	APM
	Minimise numbers and mixing on the playground	Each supervised area to have a maximum of 15 children		DorAPM
Arriving at the playground				
	<p>Promote social distancing</p> <p>Reduce contact between parents/carers when dropping off and picking up</p>	<ul style="list-style-type: none"> • Encourage parents to avoid using public transport to get to the playground • Limit drop off and pick up to one parent or carer per family • Encourage driver to stay in car • Tell parents and young people the protocols for minimising adult to adult contact • Use physical distancing markings • Make clear to parents that they cannot gather at entrance gates or doors. 	<p>Staff park away from drop off zone</p> <p>Signs for drop off, queuing and distancing put up daily</p> <p>Reinforce verbally and by modelling</p> <p>Remind and anticipate peak times</p>	DorAPM
	Safety on arrival	Signing in desk to be sited away from the playground gates for quick access away from staff and users	Rope, signs and barriers used plus reminders	DorAPM

		Children and young people encouraged to bring their own drinks bottles and leave other belongings at home	Provide safe individual spaces for children's drinks	
	The adventure playground will display information and warning notices/signs at front entrance and intermittently around the main building and play spaces advising on how to avoid cross contamination, importance of social distancing and continual hygiene	Visual and verbal reminders	Keep reminding	All
	All staff personal items should be placed in allocated staff members cupboards	All staff allocated a cupboard space within the main building		All
	All staff to ensure they have emergency PPE kit before opening	Collect from worktop in kitchen above personal belongings cupboard		All
	At least one staff member in each of the three allocated spaces to carry a walkie talkie	Clean and charge walkie talkie at beginning and end of the day.		All
During Playground Opening				
		Ensure that a qualified first-aider and a designated safeguarding lead or deputy is on duty whenever open		APM
Hand Washing	<ul style="list-style-type: none"> Hand washing facilities in place with soap kept at all hand washing sites Paper towels to be used for drying hands with bins close by so potentially infected paper towels are placed directly in the bins, bins lined with bags to 	<p>On arrival all staff and children to wash their hands for 20 seconds with soap and water and proper drying on paper towels (outside sink).</p> <ul style="list-style-type: none"> Reminders where necessary to avoid touching face, eyes, nose or mouth with unclean hands Signage about '2-metre' and 'Wash Hands' to be placed in the playground 	Clean area, restock materials and empty bins regularly	All

	<p>ensure that they can be removed and disposed of with minimal touching</p> <ul style="list-style-type: none"> • Hand sanitiser or washing bowls to be readily available where no sinks close by • Disposable tissues will be available. 	<ul style="list-style-type: none"> • Staff to remind children to wash hands and social distance • Catch it, bin it, kill it reinforced • Public health advice about Covid 19 to be reviewed regularly about hand washing 		APM
Child feeling unwell	<p>Child should be moved to separate designated area</p> <p>Designated first-aider will care for the child</p> <p>PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained.</p> <p>If they need to go to the toilet while waiting to be collected, they should use a separate toilet if possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p>	<p>Child with suspected symptoms to be isolated in designated nominated space away from others</p> <p>Account taken of all individuals attending the playground at the same session (track and trace)</p> <p>Thorough disinfection of play space used by the affected person and others</p> <p>Manager report occurrence to Trustees</p> <p>Track and trace: Process for contacting parents in place if necessary, to share details</p> <p>Seek advice and the manager and Trustees will consider factors regarding remaining open</p>	<p>Meeting room with door and window open so ventilation and communication with colleagues is good so both staff and child are safeguarded</p>	<p>First Aider</p> <p>DorAPM</p>
Cleaning Regime	<p>All surfaces, items, and areas that people come into contact with must be cleaned using disposable cloths and detergent, according to current recommended workplace legislation and practice.</p> <p>These include high-contact areas & items:</p>	<p>Clean frequently touched surfaces more often than usual using 1:22 ratio diluted Milton detergent</p> <p>All rubbish to be tied and double bagged</p> <p>Use disposable cloths and mop heads.</p>	<p>When using detergent spray area must be clear of others and a face shield and gloves must be worn (avoid use in strong winds where possible)</p>	All

	<ul style="list-style-type: none"> • Surfaces, chairs tables • Door handles, switches • Any handled objects, tools, paintbrushes, • Telephone, keyboards & walkie talkies • Clipboards & pens • Play equipment, toys • Bikes, trollies <p>All surfaces, items, and area that a potential transmitting person has encountered must be cleaned thoroughly.</p>	<p>Contact waste from an individual such as used tissues, used masks, gloves, drinking bottles should be placed in a refuse sack, double bagged and disposed following guidance.</p> <p>Waste refuse bags and containers containing contaminated waste to be kept closed and stored separately from communal waste for 72 hours</p>		
Play Structures	Tango swing	<p>Only one rope to be put up at the beginning of each session</p> <p>Access point onto the swing to be sprayed at the end of the session</p>	Rope to be swapped in between sessions and sprayed with detergent at the end of the session	
	Rope Bridge	Access points and the ropes to be sprayed at the end of the session	Let ropes have time to dry before next use	
	Slide	Steps to be sprayed at the end of the session and contact points at the top of the slide		
	Swing	Rope hand points and swing seat to be sprayed at the end of the session		
	Zipwire	Rope above and below seat and button to be sprayed		
Litter	All areas where children and staff are to be cleaned regularly	Extra bins to be placed around the playground. Clean before, during and after opening using gloves, litter pickers and bin bags. If disposing of PPE use doubled bin bags and set aside for 72 hours.	Bins Litter Pickers Gloves Bin bags	
Toilet Use	Children to use toilets one in one out and wait behind social distancing line at bottom of ramp and queue on markers	Access to toilet will be via the back-door entrance. (no entrance via the main building apart from staff)	One cubicle to be used during the session and closed at the end of the session. A different	

	Toilets are not open to public	Hand washing and good hygiene monitored and encouraged. Soap and paper towels available for use Toilet cubicles to be cleaned before and end of each session. Cleaning regime thoroughly at the end of the week	cubicle to be used for the second session. Remind small group midway through session and walk down	
Inclement Weather	In the event of bad weather.	We have three spaces set aside for shelter. On the playground there is a marquee and the stage and in the back playground there is the outdoor classroom	Keep a toolkit of ideas & activities at the ready	All

Staff Agreement to:

- Not come to work if experiencing any possible symptoms or have had contact with someone who has Covid-19 or possible symptoms.
- Ensure that the manager is aware of any health concerns, transmission risks or vulnerabilities of self or others in household or working with elsewhere that may need GTAP to adopt additional steps to help shield or protect.
- Take a non-contact temperature reading on arrival at work.
- Wash hands on arrival, before and after handling equipment or transitions, and on departure from work.
- Ensure personal belongings are stored safely and not in contact with others.
- Model and help remind others to carry out safe practices such as using tissues, avoiding face to face proximity, not touching the face and using PPE as necessary.
- Wipe down any surfaces used, touched or handled before another person has to use the same area or equipment.
- Maintain a distance of over 2 metres from all colleagues and adults as far is possible and limit any passing closeness.
- Be polite but assertive to others if social distancing is not being respected.
- Report any concerns to the senior person on site.
- Recognise the need for breaks, support and assistance if feeling unwell, stressed, anxious or unclear of how to cope with situations as they arise.
- Be sensitive to the differing experiences and needs of colleagues, children and visiting adults generally and particularly in relation to these new circumstances

Please sign to confirm that you have read and understood the updated Covid 19 Response for GTAP:

Name: Signed: Date: