

**Venture Kids Belfast**

17 Knock Road, Belfast, BT5 6LA

**Location: Knock Methodist Hall**

<b>Title</b> : Arrival and departure of children	<b>Date of Assessment</b> : 16/06/2020	<b>Risk Assessor</b> : Siobhan Mcilwaine
<b>Risk Assessment Reference</b> : KNOCK 001	<b>People involved in making this assessment</b> : Siobhan Mcilwaine	
<b>Task/ Process</b> : Arrival and departure of children	<b>People at Risk</b> : Employees, Children & Young Persons, Parents	

<b>Hazard : Confined Spaces</b> Arrival of all children into setting through one entrance may increase risk of infection.
<b>Control Measures:</b>
1. All children will be assigned a colour before returning to Venture Kids.
2. This colour will indicate which Play Pod they will be in and which entrance they should use upon arrival.
3. There will be 3 colour coded entrances.
4. This will reduce the number of children in a confined space.

<b>Hazard : Infection</b> The arrival of children into the setting may increase the risk of Covid 19 infection.
<b>Control Measures:</b>
1. Sanitisation stations will be available at every entrance.
2. Parents will be asked NOT to enter the premises.
3. Parents will be asked to text/tel when they arrive to collect their child/ren.
4. Parents will be asked to keep their distance from others when dropping off and collecting their children.
5. Staff members will sign the children in and out on the parent's behalf.

<b>Hazard : Uneven, Wet or Slippery Floors</b> Slips/Trips on floors could result in injury, broken bones, bruises.
<b>Control Measures:</b>
1. Any spillages/slips/trips will be dealt with immediately.
2. Hazard signs will be in place around affected area.
3. Entrances and walkways will be checked regularly for any hazards.

<b>Documents Associated with this Risk Assessment:</b>	
<b>Review Date</b> : 01/09/2021	<b>Reviewer</b> : Siobhan Mcilwaine