



Pandemic – COVID 19 Risk Assessment

Identified Hazard – Covid 19 Pandemic – Public Health, Illness and Transmission of Disease.

Location – All ACI Venues (Schools and Head Office).

Who is at Risk – Staff, Children, Parents and Visitors.

Risk Rating Key

!! Very High
! High Risk
Medium Risk
***** Low Risk

Risk	Control Measures
<p>! Health Hazard – exposure to illness/contracting COVID 19.</p> <p>! Cleaning and Hygiene Procedures not implemented.</p> <p>! Staff, Children, Parents and Visitors diagnosed or close contact of confirmed COVID 19 individuals.</p> <p>! Individuals ill and showing symptoms at ACI Venues – possibly incubating COVID 19.</p>	<ul style="list-style-type: none"> – NSW Health Public Health Orders will be followed: Public Health Orders and restrictions - COVID-19 (Coronavirus) (nsw.gov.au) – All ACI Policies and Procedures are to be followed – with special attention to the following Procedures outlined in: <ul style="list-style-type: none"> – Covid 19 Policy – Pick Up and Drop Off Policy – Hygiene and Cleaning Policy – Food Safety Policy – First Aid Management of incident, illness, injury or trauma Policy – Infectious Diseases Policy – Families, Staff and Visitors will be kept informed using email, Facebook and direct phone calls, to advise and inform of any COVID-19 impacts on the Organisation and individual locations. – Staff displaying Covid 19 symptoms at the Services will be asked to undergo a Rapid Antigen Test (at the Service), isolate until results are obtained - <ul style="list-style-type: none"> ✓ If the RAT is positive, they will be sent home and required to isolate as per NSW Department of Health and NSW Department of Education Guidelines. ✓ If the RAT is negative, they will be required to wear a mask, maintain physical distancing, as much as practicable and work in well ventilated areas and they will be able to complete their shift. – Children displaying COVID 19 symptoms at the Service will be immediately isolated and sent home. – If there is a positive case at a Service, all Staff, children, families and visitors who were in attendance will be notified as outlined in Department of Education Guidelines.

- Staff and children will not be able to return to the Service until conditions as outlined in the NSW Department of Health COVID 19 Self-Isolating Guideline and NSW Department of Education – Education Managing COVID Cases Guidelines are met.
- Drop off and Collection of children from Services –
 - ✓ Sign In/Out Table to remain outdoors.
 - ✓ Parents/guardians will be able to collect their children from outdoor areas only, while maintaining physical distancing and not interacting with other children.
- Hand Washing Posters are displayed in toilet and kitchen areas.
- Safety/Cleaning Checklist is completed at the beginning of each Session to ensure children and Staff have access to soap and papertowels in toilets and kitchen.
- Alcohol based hand sanitiser is available at the entrance of all Services.
- Physical distancing measures are implemented throughout the Services, as required by NSW Health, wherever possible.
- Face Masks - Staff, children, parents and visitors to the Service will follow current Guidelines set by NSW Department of Education and NSW Department of Health.
- Natural ventilation by opening windows and doors in our Services will be used.
 - ✓ Activities will be set up outside when practicable.
- If there is a confirmed case/s of COVID 19 at the Service, a Notice will be displayed for the recommended isolation periods from NSW Department Health.

Completed by: Natasha Foenander

Approved By: Rachael Bajo

Signature:

Date: 08/03/2022

Signature: :

Date: 08/03/2022