

COVID19- Schools' Lateral Flow Testing Risk Assessment

Why is this document needed: Public Health England and the Health and Safety Executive require this documentation to ensure end to end health, safety and infection control risks for mass lateral flow testing are identified, pre-assessed, managed and monitored regularly by the site owners and testing operators.

This risk assessment should be used in conjunction with other health and safety risk assessments/ arrangements the school has in place. Specifically, the School's Covid19 Risk Assessment (**updated September 2021**) which details the range of measures and controls that are in place to protect staff, pupils and visitors.

Assessment Date	30/08/21	Lead Assessor	D. Westmoreland J. Nicholls	Contract		Assessment Number	1
Activity / Task							
Description of task / process / environment being assessed	General and clinical activities on the asymptomatic testing site at Trinity Church of England High School						
Activities Involved	Traversing the site on foot Testing staff and students					Location	Sports Hall
Who Might be affected	Employee ✓	Client ✓	Contractor ✓	Visitor ✓	Service User ✓		
Hazard Identification and evaluation							
No	Hazards	Associated risks	Current Control/ Mitigation Measures			Risk Score (Probability x Impact= Severity)	

1	Contact between subjects increasing the risk of transmission of COVID19	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> • Asymptomatic: All subjects are advised in advance not to attend if they have any symptoms of COVID 19, or live with someone who is showing symptoms of COVID 19 (including a fever and/or new persistent cough) or if they have returned within 14 days from a part of the world affected by the virus or have been in close contact with someone who is displaying symptoms. • Hand hygiene: All subjects use hand sanitiser provided on arrival & adherence to this enforced by registration staff. • Social distancing: Social distancing encouraged if necessary between subjects with verbal reminders from registration desk, queue management & sampling staff. • A one-way flow of subjects through the testing area is in place and maintained at all times. Compliance with this is ensured by queue management staff and registration desk staff. • Cleaning: Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance is in place. • There is no physical handing of documents to subjects except barcodes and PCR test kits for first 200 subjects 	2	4	8
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2	Contact between subjects and staff increasing the risk of transmission of COVID19 : <u>Welcome & registration</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> • Hand hygiene: All subjects to use hand sanitiser provided on arrival & adherence to this enforced by registration staff. • Social distancing: Social distancing encouraged if necessary between subjects with verbal reminders from registration desk, queue management & sampling staff. • Staff on site wear the appropriate PPE for their role. • Testing site (Sports Hall) layout is adopted from the recommended layouts within the 'How To' Guide Rapid Testing in School and Colleges' document 	2	4	8
3	Contact between subject and sampler increasing the transmission of COVID19: <u>Sample taking</u>	Transmission of the virus leading to ill health or potential death.	<ul style="list-style-type: none"> • As Above • All signage provided by the NHS is in place • Respiratory hygiene 'Catch it, bin it, kill it' to continue to be a focus with prominent signage in place. • All staff have appropriate PPE (as detailed) and PPE is worn correctly. Staff are also confident in 'donning' and 'doffing'. • Testing site (Sports Hall) layout is adopted from the recommended layouts within the 'How To' Guide- rapid Testing in School and Colleges' document. • Laminated copies of the 'how to complete the swab' poster is in testing bay. • Equipment distancing and cleaning is in line with guidance from NHS • Effective segregation and disposal of waste is in place and coordinated with site manager. 	2	4	8
4	Contact between sample and test centre runner increasing the transmission of COVID19: <u>Sample transport</u>		<ul style="list-style-type: none"> • As above 	2	4	8

5	Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample processing & analysis.</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> As above 	2	4	8
6.	Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample disposal and waste disposal</u>	Transmission of the virus leading to ill health or potential death.	<ul style="list-style-type: none"> Cleaning staff must follow PPE guidance Clear process in place for disposal of sample. Clinical waste procedure followed -waste double bagged. Additional bins used for the storage of waste generated from asymptomatic testing. Additional bin bags provided by site team. Daily review of the need to increase the frequency of waste collection carried out by sample team and site manager. 	2	4	8
7	Use of shared equipment	Transmission of the virus leading to ill health or potential death.	<ul style="list-style-type: none"> Infection prevention and control procedures in place – all equipment/computers sanitised after each individual use. Hand hygiene carried out after each test. All equipment regularly wiped between tests and at the beginning and end of each session. All Processors/ Staff wear appropriate PPE (disposable gloves) All testing bays have their own equipment. 	2	4	8
8	Positive LFT result.	Transmission of the virus leading to ill health or potential death.	<ul style="list-style-type: none"> Hand hygiene: All subjects use hand sanitiser provided on arrival & adherence to this enforced by registration staff. Social distancing: Social distancing encouraged if necessary between subjects with verbal reminders from registration desk, queue management & sampling staff. Staff on site wear the appropriate PPE for their role. If staff member tests positive they are provided with PCR test, leaves site and follows national PCR test isolation guidance. Separate area (Chapel) for student to wait for parents to collect if test positive. (See School Covid Risk Assessment on school website re cleaning of area, distancing and PPE to be worn if necessary). Student/ parent is provided with PCR test and follows national PCR test isolation guidance. 			

9	Subject has an adverse reaction to the LFT test kit	Illness and/or allergic reaction	<ul style="list-style-type: none"> Any child with serious allergy will be recorded in the school's first aid risk plan, including measures to be taken in these circumstances. E.g. epipen. Infection control and cleaning measures in place 	2	4	8
10	Incorrect result communication	Wrong samples or miscoding of results.	<ul style="list-style-type: none"> 2 identical barcodes are provided to subject at check in Barcodes are attached by trained staff at the sample collection bay Barcodes are checked for congruence at the analysis station 1 and applied to Lateral Flow Device at this station As a result: the possibility of incorrect results being recorded is minimised. 	2	4	8
11	Damaged barcode, lost LFD, failed scan of barcode.	Orphaned record on registration portal and no result communicated to individual.	<ul style="list-style-type: none"> Subjects who have not received a result within 8 hrs of registration will be called for a retest As a result: the possibility of incomplete results being recorded is minimised. 	2	4	8

12	Extraction solution which comes with the lab test kit contains the following components: Na_2HPO_4 (disodium hydrogen phosphate), NaH_2PO_4 (sodium phosphate monobasic), NaCl (Sodium Chloride)	These components do not have any hazard labels associated with them, and the manufacturer states that there are no hazards anticipated under conditions of use as described in other product literature. This is the case for exposure to: eye, skin, inhalation, ingestion, chronic toxicity, reproductive and developmental toxicity, carcinogenicity, and medical conditions aggravated by exposure.	<ul style="list-style-type: none"> • PPE: nitrile gloves which meet the Regulation (EU) 2016/425 to be used at all times when handling the extraction solution. Safety glasses with side shields which are tested and approved under appropriate government standards to be worn at all times when handling the extraction solution. Impervious clothing to be worn to protect the body from splashes or spillages. • Environmental: do not let product enter drains • Spillages: wipe surfaces which the solution has been spilt on and dispose of cleaning material in line with the lab's waste disposal procedures • Do not use if the solution has expired • Training to be provided in handling potentially biohazardous samples, chemicals and good lab practice. Adhere to guidelines in these training procedures to prevent improper handling. • Follow procedures on the Safety Data Sheet provided by Acon Floflex to mitigate against inhalation, skin contact or ingestion of these chemicals. 	2	2	4
13	Occupational illness or injury.	Exposure to work place hazards, associated with LFT testing, over a prolonged period of time.	<ul style="list-style-type: none"> • All staff provided with appropriate PPE (as detailed) and PPE is worn correctly • Adequate staffing levels ensured on a daily basis – monitored by Deputy Head • Deputy Head to monitor welfare of staff involved, ensure regular welfare breaks • Deputy Head to monitor safety measures in place regularly, re-inforce measures at every opportunity 	2	3	6
14	Manual handling	Hazards and risks associated with manual handling.	<ul style="list-style-type: none"> • Any site staff managing large orders (e.g. on pallets) are trained in safe manual handling. • All materials for testing are divided into small lightweight packages. • Information for correct usage provided. • As a result: the risk of any person receiving an injury due to incorrect manual handling is minimised. 	2	3	

15	Unauthorised access by members of the public.	Unauthorised access to test site. Safeguarding risk.	Access controlled to school grounds; perimeter fencing, gated entry to car park, access controlled to school building.	2	4	8
16	Uneven surfaces (floor protection in Testing and Welfare areas).	Slip/ trip hazard	<ul style="list-style-type: none"> Testing site (Sports Hall) floor is stable and even 	2	2	4
17	Stairs to/ from sample processing/ registration area and welfare space.	Slip/ trip hazard	N/A	2	2	4
18	Inclement weather	Staff/ children unable to get to school due to inclement weather Increased slip risk.	<ul style="list-style-type: none"> Refer to school's snow/ ice policy/ risk assessment. If insufficient number of staff to complete test process, tests will be deferred. This will mean 'serial testers'/ close contacts should isolate until the next lateral flow test can be completed. If 'serial testers'/ close contacts are unable to get to school due to inclement weather, they must isolate until the next lateral flow test can be completed. 	2	2	4

19	Electrical safety/ plant & equipment maintenance. Defective electrical equipment.	Electrical risk	<ul style="list-style-type: none">• Refer to school's PPM (Planned Preventative Maintenance) and ensure this is maintained.• Defect reporting procedure in place.	2	2	4
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Control Improvements				
Action No	Recommended additional control measures	Responsibility	Target Date	Date completed
1	Content of the risk assessment to be communicated with all workers as part of induction	Covid Coordinator	1 st September	
2	Toolbox talks to be delivered to all workers on a regular basis including slips trips falls and complacency	Covid Coordinator	1 st September	
3	WEEKLY REPORTING TEMPLATE	Covid Coordinator	weekly	

Additional Notes

Risk Evaluation

		Consequence of event occurring (Severity)				
		Negligible	Minor	Moderate	Major	Critical
Likelihood of event occurring (Probability)	Almost Certain	Tolerable 5	Substantial 10	Intolerable 15	Intolerable 20	Intolerable 25
	Likely	Tolerable 4	Substantial 8	Intolerable 12	Intolerable 16	Intolerable 20
	Possible	Trivial 3	Tolerable 6	Substantial 9	Intolerable 12	Intolerable 15
	Unlikely	Trivial 2	Tolerable 4	Tolerable 6	Substantial 8	Substantial 10
	Rare	Trivial 1	Trivial 2	Trivial 3	Tolerable 4	Tolerable 5

Likelihood

- Rare**, will probably never happen/recur
- Unlikely**, do not expect it to happen, but is possible
- Possible**, Might happen
- Likely**, will probably happen
- Almost Certain**, will undoubtedly happen

Severity

- Negligible
- Minor
- Moderate
- Major
- Critical

Risk control strategies

- Intolerable** – stop activity, take immediate action to reduce the risk
- Substantial** - Take action within an agreed period

Tolerable – monitor the

Trivial – No action required

Declaration - If the above control measures are implemented the risks posed by the task / process / environment assessed will be controlled to as low as is reasonably practicable.

Persons involved in assessment	Julian Nicholls and Darren Westmoreland
Signature of Lead Assessor	 Date 31.08.2021

Health and Safety Risk Assessment Sign off Sheet	Assessment Number	
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