**COVID-19 Asymptomatic Testing Site September 2021 Southwell and Nottingham Multi Academy Trust**

|  |  |
| --- | --- |
| This Risk Assessment covers Asymptomatic Testing Sites in education settings and in written with reference to schools [COVID-19 operational guidance](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf) and the [contingency framework for schools](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings). It comes into effect from 16th August 2021. | |
| Academy Name: | **The West Grantham Church of England Secondary Academy** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Hazards  Considered  *Step 1 (Clause 3.1)* | Who might be  harmed and how  *Step 2*  *(Clause 3.2)* | Existing Control Measures:  *Step 3*  *(Clause 3.3)* | Risk Rating | | | Further action *Step 3*  *Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)*  *And detail that will aid implementation of the risk assessment* | Actions Step 4 (Clause 3.4) | | | Risk Rating | | |
| Likelihood | Severity | Risk Rating | Who | When | Complete | Likelihood | Severity | Risk Rating |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Section 1**  Asymptomatic testing - Contact between subjects | Test subjects (students, staff) at risk of transmission of the virus leading to ill health or potential death | Asymptomatic: All subjects are to be 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 or if they have been advised by NHS test and trace to isolate.  Hand hygiene: All subjects to use hand sanitiser provided on arrival and adherence to this enforced by testing staff.  Cleaning: Regular cleaning of the site including wipe down of all potential touchpoints in accordance with the whole school risk assessment. |  |  |  | Explain all safety measures to prevent the spread of the virus during the testing process to students during their briefings and to staff via daily updates.  Ensure enough hand sanitiser and wipes are available throughout the day and any shortages are reported to the site team.  Masks and visors to be worn by testing staff. |  |  |  |  |  | |  | |
| **Section 2**  Asymptomatic testing - Contact between subjects and staff at welcome and registration | Test subjects (students, staff) and test administrators at risk of transmission of the virus leading to ill health or potential death | Every effort should be made that consent is gained electronically to reduce the transfer of materials. |  |  |  | Non consent to be obtained from staff and parents prior to testing. |  |  |  |  | |  | |  |
| **Section 3**  Asymptomatic testing - Contact between subjects and sampler whilst sample if being taken | Test subjects (students, staff) and test administrators at risk of transmission of the virus leading to ill health or potential death | Staff and pupils to self-swab to reduce contact between individuals – staff to determine that pupils are ‘Gillick Competent’ in order for pupil to self-test.  Self-swabbing instructions and posters to be clearly displayed in the testing area. |  |  |  | Students should be familiar with the testing process due weekly Lateral flow testing.  If necessary, posters to be shared with parents when consent is requested with request to talk through with their children.  Training module on how to guide people to self-administer the test to be completed by testing administrators. |  |  |  |  | |  | |  |
| **Section 4**  Asymptomatic testing - Contact between samples and sampler runner whilst sample is transported within testing site | Test administrators at risk of transmission of the virus leading to ill health or potential death | One-way system to be implemented  Pupils and staff to self-swab |  |  |  | One way system through gym using fire exit as well as internal doors to be clearly marked out.  Face masks and visors to be worn by testing staff. |  |  |  |  | |  | |  |
| **Section 5**  Asymptomatic testing - Contact between samples and sample testers subjects and sampler whilst sample is tested and disposed of within testing site | Test administrators at risk of transmission of the virus leading to ill health or potential death | Appropriate PPE to be worn  Samples to be sealed correctly once completed |  |  |  | Ensure enough PPE is available throughout the day and any shortages are reported to the team leader.  Testing will cease if adequate PPE is not available.  Relevant training module to be completed by all sample testers. |  |  |  |  | |  | |  |
| **Section 6**  Asymptomatic testing – incorrect result communication | Wrong samples or miscoding of results, positive cases could be in general circulation endangering the academy community | 2 identical barcodes are provided to subject at check in  The subject registers their details to a unique ID barcode before conducting the test  Barcodes are attached by trained staff at the sample collection bay and are checked for congruence at the analysis station 1 and applied to Lateral Flow Device at this station |  |  |  | Relevant training module to be completed by all involved in communication processes.  Team leader to regularly monitor competence and accuracy. |  |  |  |  | |  | |  |
| **Section 7**  Asymptomatic testing – Damaged barcode, lost LFD, failed scan of barcode | Orphaned record on registration  Portal, no result communicated to individual | Rule based recall of subjects who have not received a result within 2hrs of registration  Subjects are called for a retest |  |  |  | Relevant training module to be completed by all involved in the registration and communication to subjects processes.  Team leader to regularly monitor competence and accuracy. |  |  |  |  | |  | |  |
| **Section 8**  Asymptomatic testing – extraction solution hazards | The lab test kit contains the following components: NA2HPO4 (disodium hydrogen phosphate), NaH2PO4 (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. | 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 MSDS form provided by Innova to mitigate against inhalation, skin contact or ingestion of these chemicals |  |  |  | Ensure enough PPE is available throughout the day and any shortages are reported to the team leader.  Relevant training modules to be completed by all involved in the testing and cleaning processes. |  |  |  |  | |  | |  |

Risk assessment completed

Date: by: role:

Risk assessment shared with staff (date):

Risk assessment published on website (date):

|  |  |  |  |
| --- | --- | --- | --- |
| Date reviewed | by | role | Date of next review |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Potential Severity of Harm** | High **(e.g. death or paralysis, long term serious ill health)** | Medium | High | High |
| Medium **(an injury requiring further medical assistance or is a RIDDOR incident)** | Low | Medium | High |
| Low **(minor injuries requiring first aid)** | Low | Low | Medium |
|  |  | Low  **(The event is unlikely to happen)** | Medium  **(It is fairly likely it will happen)** | High  **(It is likely to happen)** |
|  |  | Likelihood of Harm Occurring | | |

|  |  |
| --- | --- |
| **Risk Definitions** | |
| **Low** | Controls are adequate, no further action required, but ensure controls are monitored and any changes reassessed. |
| **Medium** | Consideration should be given as to whether the risks can be reduced using the hierarchy of control measures. Risk reduction measures should be implemented within a defined time periods. Arrangements should be made to ensure that the controls are maintained and monitored for adequacy. |
| **High** | Substantial improvements should be made to reduce the level to an acceptable level. Risk reduction measures should be implemented urgently with a defined period. Consider suspending or restricting the activity, or applying interim risks controls. Activities in this category **MUST** have a written method statement/safe system of work and arrangements **MUST** be made to ensure that the controls are maintained and monitored for adequacy. |