

## Lateral Flow Risk Assessment: The Champion School

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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

Assessment Date	01/03/2021	Lead Assessor C. Vaughan/ K Williams	Contract	Assessment Number	2
<b>Activity / Task</b>					
<b>Description of task / process / environment being assessed</b>	General and clinical activities on the asymptomatic testing site at The Champion School				
<b>Activities Involved</b>	Traversing the site on foot Testing school staff and students			<b>Location:</b> Jubilee Hall	
<b>Who Might be affected</b>	Employee/ Employer ✓	Student ✓	Contractor ✓	Visitor ✓	EMS Response Staff ✓

Hazard Identification and evaluation							
No	Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Additional control needed?
				Probability	Severity	Risk	Action No
1	Contact between subjects increasing the risk of transmission of COVID19	Transmission of the virus leading to ill health or potential death	<p><b>EXAMPLE OF MEASURES:</b></p> <ul style="list-style-type: none"> <li>• <b>Asymptomatic:</b> 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 (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.</li> <li>• <b>Quarantine in hotel as per Government guidelines</b></li> <li>• <b>Face masks:</b> Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building and site.</li> <li>• Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief lowering at time of swabbing.</li> <li>• Requirement to wear face covering/mask to be reminded to all subjects in advance at time of testing. Compliance with wearing of face covering/mask of all subjects to be visually checked on arrival by school and EMS staff.</li> <li>• Compliance with wearing of face covering/mask of all subjects to be visually checked by EMS staff.</li> <li>• <b>Hand hygiene:</b> All subjects to use hand sanitiser provided on arrival &amp; adherence to this enforced by EMS staff</li> </ul>	1	4	4	

			<ul style="list-style-type: none"> <li>• <b>Tissues:</b> all subjects to blow their noses outside test building and deposit tissues in clearly labelled bins</li> <li>• <b>Social distancing:</b> Two metre social distancing to be maintained between subjects. A one-way flow of subjects through the building is to be initiated and maintained at all times. This is to be managed by EMS and school staff.</li> <li>• <b>Cleaning:</b> Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance. Use of fogging machines between sampling groups.</li> <li>• EMS staff to prepare, lay out and supervise testing site.</li> </ul>				
2	Contact between subjects and staff increasing the risk of transmission of COVID19 : <u>Welcome &amp; registration</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>• staff to pre-register through email each week for test</li> <li>• consents required from both students and staff</li> <li>• name cards on table outside the hall</li> </ul>	1	4	4	
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"> <li>• only EMS staff to supervise testing area</li> <li>• school staff to supervise entry and exit</li> <li>• minimum numbers in the hall</li> </ul>	1	4	4	
4	Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample processing &amp; analysis.</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>• only qualified medical staff to supervise, set up and clear samples and sampling area</li> </ul>	1	4	4	
5	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"> <li>• EMS staff to clear site</li> <li>• Clinical waste to be removed from site by certified agent</li> </ul>	1	4	4	
6	Incorrect result communication	Wrong samples or miscoding of results	<ul style="list-style-type: none"> <li>• Staff to double check results against name</li> <li>• Office staff with EMS staff to confirm result</li> <li>• Office staff to send email to parents/ staff members</li> </ul>	1	4	4	
7	Extraction solution which comes with the lab test kit contains the following components:	These components do not have any hazard labels associated with them, and the manufacturer states that there are no hazards	<ul style="list-style-type: none"> <li>• <b>PPE:</b> 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</li> </ul>	1	4	4	

	<p>Na<sub>2</sub>HPO<sub>4</sub> (disodium hydrogen phosphate), NaH<sub>2</sub>PO<sub>4</sub> (sodium phosphate monobasic), NaCl (Sodium Chloride)</p>	<p>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.</p>	<p>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.</p> <ul style="list-style-type: none"> <li>• <b>Environmental:</b> do not let product enter drains</li> <li>• <b>Spillages:</b> wipe surfaces which the solution has been spilt on and dispose of cleaning material in line with the lab's waste disposal procedures</li> </ul> <ul style="list-style-type: none"> <li>• Do not use if the solution has expired</li> <li>• 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.</li> <li>• Follow procedures on the MSDS form provided by Innova to mitigate against inhalation, skin contact or ingestion of these chemicals.</li> </ul>				
8	Occupational illness or injury	Injury to staff members	<ul style="list-style-type: none"> <li>• EMS public liability insurance</li> <li>• Campion staff covered by school insurance</li> </ul>	1	2	2	
9	Manual handling	potential risk when setting up sampling area	<ul style="list-style-type: none"> <li>• Area to be set up by site team who all have been trained in manual handling</li> </ul>	1	2	2	
10	Unauthorised access by members of the public	damage to sampling area thefts or damage to testing kits	<ul style="list-style-type: none"> <li>• School site secured at all times</li> <li>• CCTV in place to monitor 24 hrs</li> <li>• Hall alarmed when not in use</li> <li>• Test kits secure in main building location</li> </ul>	1	4	4	
11	Uneven surfaces (floor protection in the Testing and Welfare areas)	possible trip hazard as subjects leave	<ul style="list-style-type: none"> <li>• Subjects guided in calm, orderly fashion to leave the hall after the tests</li> </ul>	1	2	2	
12	Stairs to / from sample processing / registration area and welfare space	external steps	<ul style="list-style-type: none"> <li>• Subjects cautioned about steps as they leave</li> <li>• Salt applied during adverse weather conditions</li> </ul>	1	2	2	
13	Inclement weather	school site prepared for opening	<ul style="list-style-type: none"> <li>• Site team with Headmaster will determine if school site should open</li> <li>• All safety steps taken to ensure safe route to test hall</li> </ul>	1	2	2	

14	Electrical safety / plant & equipment maintenance Defective electrical equipment	relates to laptop, speakers and projector	<ul style="list-style-type: none"> <li>All systems are PAT tested</li> <li>Cables covered with tape/ guards</li> </ul>	1	3	3	
15	Use of shared equipment	mirrors used by test subjects	<ul style="list-style-type: none"> <li>Mirrors are cleaned by EMS staff to ensure they are safe to use</li> </ul>	1	3	3	

<b>Control Improvements</b>				
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	5/2/2021	
2	Toolbox talks to be delivered to all workers on a regular basis including slips trips falls and complacency	Covid Coordinator	4/2/2021	4/2/2021

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

**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	
Signature of Lead Assessor	Date

**Reviews** – this assessment should be reviewed at intervals no greater than 12 months or when there are changes in operational procedure, personnel, the work environment or following an incident

Review date	Comments	Reviewed by	Signature	Review date	Comments	Reviewed by	Signature

Health and Safety Risk Assessment Sign off Sheet	Assessment Number	
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