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|  | **RISK ASSESSMENT FOR TESTING: AUTUMN TERM 2021** |  |  |

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| **Location:** Birkenhead Sixth Form College, CH43 8SQ | **Date assessment undertaken** 23 August 2021 | **Assessment undertaken by**:  Paula Blakemore |
| **Activity or situation**:  Asymptomatic testing in Autumn term 2021 | **Review date**: on-going | **Signature:** Paula Blakemore |

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| **Overview**  This Risk Assessment should be read in conjunction with the Autumn Term Opening and Contingency Plan Risk Assessments dated 16th August 2021. All control measures set out therein will continue.  All risk assessments reflect government guidance issued since August 2021:  <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>  In line with government requirements, the College will implement an in-house programme of Lateral Flow Device (LFD) testing. The College is required to offer all students 2 on-site LFD tests 3-5 days apart, on their return in the Autumn term.  Under this assisted testing model, the College provides results to NHS Test & Trace. In the case of a positive result, students will be asked to go home and self-isolate in line with government guidance: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>. Students will also need to get a confirmatory PCR test.  <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>  The in-house testing programme will continue operate inaccordance with guidance from PHE and the Health and Safety Executive, to ensure that the end to end health, safety and infection control risks for mass lateral flow testing have been identified and pre-assessed by the College. This asymptomatic rapid testing programme will be managed and monitored regularly by the Covid-19 Coordinator, Sarah Crosbie, a member of the Senior Management Team who reports direct to the Principal, Mike Kilbride.  All staff and students attending College in the Spring Term will continue to abide by all measures set out in this Risk Assessment and those of 16 August 2021 as these measures create a safe environment where the risk of transmission of infection is substantially reduced. All staff and students must follow the system of controls which include continuing to observe good hand and respiratory hygiene.  The Risk Assessment is a ‘living document’ that is kept under continual review with a hierarchy of controls to reduce the risk of coronavirus to the lowest reasonably practicable level. | | | |
| **Area of Control** | **Control Measures** | **Further actions?**  **Altered measures?** | **Implemented by: Initials** |
| **System of controls:**  **Preventative**  **Asymptomatic testing programme**  **To reduce the risk of transmission of the virus leading to ill health or potential death.** | **Testing College staff, students and visitors: General and clinical activities in the testing area**   * The College will implement a programme of rapid, coronavirus testing of staff, visitors and vulnerable students attending College during the national Lockdown to identify **asymptomatic** cases. This testing aims to identify people who have COVID-19 but do not have symptoms so could be spreading the infection to others without knowing. * The College will recruit a trained, testing workforce who will provide Lateral Flow Device (LFD) rapid tests which will produce a result in around 30 minutes. These are quick, safe and easy to use. [Guidance Manuals/Documents - Google Drive](https://drive.google.com/drive/folders/1cT6adcSVsLer0kvcSuI4QcBYdlmdgb5x) * Staff and vulnerable students will swab themselves following government guidance on how to do the test. There will be a trained person supervising them. <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/946612/How_to_do_your_test_COVID_19_instruction_leaflet_for_schools.pdf>. * If at any point a member of staff or a student tests positive, they will need to leave College and take a PCR test, isolating until the result is confirmed. * Students are over 16 so can give consent to testing themselves but should discuss their participation with a parent or guardian first. * This rapid testing programme will further reduce the risk of transmission and it is implemented in addition to the usual control measures such as washing hands regularly, face coverings and social distancing (‘Hands, Face, Space’). * Staff and students attending College will be entitled to a test every three days so staff are tested twice a week and students who return to College are tested twice weekly. * Staff and students who have been in ‘close contact’ with a Covid positive case will not be required to self-isolate. This includes young people up to the age of 18 years and 6 months: [Managing coronavirus (COVID-19) in education and childcare settings - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings). They are required to seek a PCR test. * Prominent signage reminding all staff and students not to attend if they have symptoms of coronavirus is displayed at the entrance to the College. * **Hand hygiene:** All staff/students to use hand sanitiser provided on arrival &   adherence to this enforced by Covid Testing team.   * A one-way flow of subjects through the Covid Testing site will be initiated and maintained at all times. Compliance with this is to be ensured by the Covid Testing Team. * **Cleaning:** Regular cleaning of the site including wipe down of all potential   touchpoints in accordance with PHE guidance**.**   * Limited clutter-chairs only on request; no physical handing of documents to   Staff and students except barcodes and LFD test kits. |  | SMT  SMT  SMT  SMT  SMT  SMT  SMT  SMT  SMT  Covid Testing Team  Covid Testing Team  Covid Testing Team |
| **System of controls:**  **Preventative**  **Asymptomatic rapid testing programme**  **To reduce the risk of transmission of the virus leading to ill health or potential death among the Covid Testing Team** | * The Covid Testing Team have completed the relevant on-line training modules for their specified role and are familiar with the ‘Schools and Colleges Handbook’ and the ‘How To Guide’. * The testing site has non-porous flooring and is well lit with good air flow. * Staff and students will maintain a 2m distance with staff on the registration desk * All staff and students who are being tested will maintain one-way direction of travel. * Each swabbing/sample collection bay is a minimum of 2m apart. * Each swabbing/sample collection bay has a processing desk close by-no more than 1m. All processing desks are more than 2m apart. The recording desk is at least 2m away from the processing desks. * There is a clear division between the swabbing and processing areas which is clearly demarcated and test subjects must not enter the processing area. * Each swabbing/sample collection bay is cleaned by the test subject following the test using disinfectant wipes/disposable cloth and spray provided. * All surfaces that the test subject has come into contact with must be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as a chair or mirror. * Disposable wipes/cloths or paper roll/disposable mop heads with disinfectant spray will be used to clean all hard surfaces, floors, chairs, door handles and cleaners will work on the principle of one site, one wipe, in one direction. * Any wipes, cloths, roll and disposable mop heads used for cleaning must be disposed of and should be placed in the clinical waste bins. * If there is a spillage on a testing site, which could include vomit or bodily fluids, the surrounding area must be evacuated and cleaned immediately and cleaning staff must change their gloves and apron after cleaning a spillage. * The lab test kit contains chemical components which 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. * When handling the lab test kit, appropriate PPE will be supplied which includes nitrile gloves which meet the Regulation (EU) 2016/425 and these are 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. * From an environmental protection perspective, the Covid Testing Team will not let product from the lab testing kit enter drains. * Any spillages of lab test kit solution will be wiped from surfaces and the cleaning materials disposed of in line with the lab's waste disposal procedures * The lab testing kits will not be used if the solution has expired * Training will be provided in handling potentially biohazardous samples, chemicals   and good lab practice. Adhere to guidelines in these training procedures will be monitored to prevent improper handling.   * The Covid Testing Team will be provided with the appropriate PPE for their role. * The Team Leader will be supplied with a fluid resistant surgical mask. * The Processor will be provided with a fluid resistant surgical mask; disposable gloves (changed after each sample); disposable plastic apron and eye protection. * The Testing Assistant will be provided with a fluid resistant surgical mask. If only supervising, they will not need to wear apron, gloves and visor but will be provided with immediate access to disposable gloves if they are required to touch any component of the test kit. * The Covid 19 Coordinator will be provided with a fluid resistant surgical mask. * The Results Recorder will be provided with a fluid resistant surgical mask and disposable gloves. * The Registration Assistant will be supplied with a fluid resistant surgical mask. * The Cleaner with a fluid resistant surgical mask; disposable gloves; disposable plastic apron and eye protection. * PPE will be changed whenever staff members leave and re-enter the test site area or if protective properties are compromised or contaminated. * In terms of ensuring correct result communication, 2 identical barcodes are provided to each test subject at check in and that test 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 Processing desk. * If a barcode is damaged or an LFD lost or there is a failed scan of a barcode or if results are not received within one hour of registration, test subjects will be recalled for a retest. * From delivery of PPE and test kits, equipment will be received and stored securely by a designated member of staff. * Equipment and test materials will be handled by the Premises Team who will move large stocks as required following basic manual handling training. |  | Covid Supervisor  Premises Team  Covid Testing Team  Premises Team  Premises Team  Covid Testing Team  Covid Testing Cleaner  Covid Testing Cleaner  Covid Testing Cleaner  Covid Testing Cleaner  Covid Testing Team  Covid Testing Supervisor  Covid Testing Team  Covid Testing Team  Covid Testing Supervisor  Covid Testing Supervisor  Covid Testing Supervisor  Covid Testing Supervisor  Covid Testing Supervisor  Covid Testing Supervisor  Covid Testing Supervisor  Premises Team |