



## **BREDBURY GREEN PRIMARY SCHOOL COVID STANDARD RISK ASSESSMENT: Lateral Flow Testing**

In line with all guidance provided, the school is committed to the delivery of Lateral Flow Testing to 'safeguard the health of the teaching workforce' (DFE Coronavirus asymptomatic testing in schools and colleges).

LFD (Lateral Flow Device) tests are to detect cases and is a complementary tool to our Covid secure risk assessment in seeking to keep all safe.

The purpose of LFT (Lateral Flow Test) is to 'identify individuals with coronavirus who do not have symptoms as this makes up around a third of all cases.' (DFE Coronavirus asymptomatic testing in schools and colleges). By identifying these asymptomatic cases, it helps to manage the transmission of the virus by:

- Complementing this testing programme with the wider health and safety measures identified in the schools Covid-19 risk assessment
- Strongly encouraging all staff to take part in the testing programme all employed staff to take part
- Delivering the correct materials and training to support staff in utilising the testing equipment twice weekly at home
- Developing communication systems to enable staff to report their positive or void results in a way that enables the school to act in a rapid and swift manner
- Breaking the chain of transmission by acting swiftly in the knowledge of a positive case confirmation on either at LFT or PCR (polymerase chain reaction) test
- Enable staff to access the relevant support if they receive a positive result (see appendix 1 confirmation of a positive result on a LFT)
- Prevent the spread of transmission on receipt of a positive test by identifying close contacts and asking them to self-isolate on receipt of a positive LFT result

All the above will be addressed and are further exemplified, along with other risk mitigation strategies, within this risk assessment in line with the most recent DFE and PHE guidance for schools and the general public.

This risk assessment is subject to regular review in line with changing guidance and as a result of consultation with staff.

### **This risk assessment document has been created using the following documents:**

Coronavirus Asymptomatic Testing in Schools and Colleges – DFE

Stay at home: guidance for households with possible or confirmed coronavirus infection – PHE

COVID-19 National Testing Programme: 'How to Guide' Rapid Testing of Primary and Nursery Workforce (20 January 2021)

HM Government: Your step-by-step guide for COVID-19 self-testing (15 January 2021)

## COVID-19 RISK ASSESSMENT FOR Lateral Flow Testing for Staff

Category of Risk	Area of Risk	Risk Level	Mitigation	Who	Risk Level
	School will close to critical workers/vulnerable children due to transmission of the virus  Poor uptake of the testing process will not stop transmission of the virus		Testing all staff without symptoms will support schools to continue to operate  <b>NB Testing does not replace preventative measures such as regular handwashing, social distancing</b> Testing is not mandatory and staff will not be prevented from attending school if they do not take part, however the 'success of this public health measure depends on as many people participating as possible'	All Staff	
	Transmission of the virus leading to ill health or potential death		An asymptomatic testing programme to be introduced for all adults working in the school community  LFD (Lateral Flow Devices) enable the rapid testing of staff from their home	HM to coordinate  All staff in the School Community	
	Test is performed incorrectly resulting in void or incorrect result		Staff will conduct tests at home twice weekly (3 to 4 days apart)	All staff in the School Community	

			<p><b>Tests are only for the use of the person assigned the kits; they should not be taken by anyone else</b></p> <p>Staff to conduct the test at home following the instructions in 'Your step-by-step guide for COVID-19 self-testing'</p> <p>Staff to read guidance, watch webinars and videos. Recordings are on the DFE YouTube page:  Webinar 1 Overview  Webinar 2 How to do a test and recording</p> <p>Test should be left at normal room temperature for 30minutes before use</p> <p>It is recommended that staff test themselves before attending school so there is less chance to get infected between taking the test and attending however they can be taken the evening before if it is more convenient</p>	<p>All staff</p> <p>All staff</p>	
	Transmission of the virus leading to further spread		<p>If the LFD result is positive staff member should book a confirmatory PCR test to confirm the result within 48 hours. Staff member should isolate with all members of their household until the result of the PCR test</p> <p>If the LFD result is negative staff attend school as normal</p> <p>If LCD result is void staff to complete a further test. If there are two consecutive void tests a</p>	<p>All staff</p> <p>All staff</p>	

			PCR test should be conducted and staff should isolate with members of their household		
	Non reporting of test could result in transmission of virus		<p>Test result should be reported to NHS online (fastest) at:  <a href="http://www.gov.uk/report-covid19-result">www.gov.uk/report-covid19-result</a></p> <p>or by telephone 7am to 11pm:  119 (free from mobiles and landlines)</p> <p>QR code or ID number on the test strip is needed when reporting result</p> <p>If test is positive or two void results staff to report this immediately to a Covid Coordinator or member of the SLT:  Helen Moorcroft 0161 430 3078 or mobile  Ellis Cuttress 0161 430 3078 or mobile  Amanda Salt 0161 430 3078 or  <a href="mailto:admin@bredburygreenprimary.com">admin@bredburygreenprimary.com</a></p> <p>A school log of results is to be kept by the Covid Coordinators</p>	All staff	
	Risk of harm to others in household if: There is a clinical incident when completing test or test kit components are not disposed of properly		<p>If there is a clinical incident which has led to potential harm staff member should report it to:  <a href="https://coronavirussyellowcard.mhra.gov.uk">https://coronavirussyellowcard.mhra.gov.uk</a>  If medical care is required, it should be sought through the usual route of contacting 111 or 999.</p>	All staff and SLT	Amanda Salt and Sarah Horsey

			<p>Staff members should inform school about ongoing test related problems, so we can check if this is a wider issue</p> <p>Once test is complete ensure all the used test kit contents are put in the waste bag provided and put within your general household waste bin</p>	<p>All staff and Covid Coordinators</p> <p>All staff</p>	
	Poor management of the LFD testing process resulting in lack of organisation and incorrect processes		<p>Co-vid coordinators to be appointed in school to:</p> <p>Distribute test kits to staff team, staggering collection times to allow social distancing</p> <p>Ensure test kits match delivery note and they are not damaged</p> <p>Manage test stock and re-ordering</p> <p>Set up a collection point with a secure place to store tests in temperature between 2 and 30 degrees: Rainbow room and PTA locked cupboard for storage</p> <p>Setting up and maintaining a 'test kit log' and 'test result log' (Due to data protection purposes these must be separate documents)</p> <p>Ensure staff have correct instructions v 1.3.2 and they understand that the old instructions are in the box</p> <p>Communicate and answer questions that staff may have regarding testing</p> <p>Report any incidents and carry out risk management</p> <p>Raise questions, concerns or report issues via the DFE coronavirus helpline on: 0800 046 8687</p>	<p>Amanda Salt and Sarah Horsery</p>	

			Opening hours mon-fri 8am to 6pm, sat-sun 10am to 6pm		
	Children will continue to mix and increase risk of transmission for the period between a positive LFT and PCR result. Transmission of the virus leading to ill health or potential death		<p>All close contacts to remain at home following positive LFT</p> <p>All bubble to isolate for 10 days commencing the day after last contact with the affected person following positive PCR result. If the asymptomatic person subsequently develop symptoms between the LFT and PCR test the contact tracing period is taken from the onset of these symptoms.</p> <p>Affected person to self-isolate for 10 days from the onset of symptoms or from when the test was taken whether this was an LFD or a PCR test.</p>	SLT to coordinate	
	Vulnerable children will not return to school after the period of self isolation		<p>Identify vulnerable children who would not return after the period of self isolation (could be at risk of harm etc) and undertake contact tracing to allow them to remain at school</p> <p>Keep a list of children who are in this group Additional monitoring of social distancing to take place with these children e.g. separate seating plan for these children</p>	<p>SLT to coordinate</p> <p>SG to monitor this group</p>	

	Transmission may increase if there is a negative result on a LFT where the virus may still be present.		Continue to employ the wider hygiene measures as identified in the Covid standard risk assessment.		
	Staff who have previously had Covid may not see the benefit in taking part in the testing programme		Strongly encourage all staff to take part in the testing programme.  Ensure training materials raise awareness regarding the changing nature of the virus meaning that infection from one strain may still enable a person who has previously had the virus to pass this on or become unwell from the new strain.		
	Contact between coordinators/distributors and staff increasing the transmission of COVID19: LFD's		Face coverings/masks to be worn by subjects at all times during distribution	Covid Coordinators	
	Damaged or lost LFD		Use ELT testing kit stored in office.	Covid Coordinators	

**This risk assessment has been shaped and approved by the staff, AGB and Trustees.**

# RISK REGISTER

## Likelihood

5 Very High	There is little doubt that it will happen soon
4 High	Strong chance it will happen in the next year
3 Significant	50/50 chance this will happen in the next year
2 Low	Not expected to happen in the next year
1 Very Low	Almost impossible

## Severity

5 Catastrophic	Loss of operations for more than a week; severe injuries or loss of life; gross failure to meet national / professional standards; major <u>long term</u> consequences; extensive coverage in press; major financial loss then threatens existence.
4 High	Loss of operations for up to a week; severe injuries; severe financial loss with impact on operations; damage to reputation, local press coverage
3 Moderate	Some disruption to operations for 48 hours; short term illness / injuries; some damage to reputation; financial loss than can be managed within budget.
2 Low	Limited short-term disruption to operations; minor injuries / illness; small financial loss.
1 Negligible	Not a noticeable effect on the school; no injuries; no damage to reputation.

## Risk Matrix

Figure 1 - Risk Assessment Matrix

