

### **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).

LFT tests are to detect asymptomatic cases and testing is a complementary tool to our Covid secure risk assessment in seeking to keep all safe.

The purpose of LFT 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 employed staff to take part in the testing programme
- 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 a LFT or PCR 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 or two consecutive LFT results

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	High	Testing all staff without symptoms will support schools to continue to operate	All Staff	High
	Poor uptake of the testing process will not stop transmission of the virus		<p><b>NB Testing does not replace preventative measures such as regular handwashing, social distancing</b></p> <p>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’</p>		
	Transmission of the virus leading to ill health or potential death	High	<p>An asymptomatic testing programme to be introduced for all adults working in the school community</p> <p>LFD (Lateral Flow Devices) enable the rapid testing of staff from their home</p>	<p>TP/ SP to coordinate</p> <p>All staff in the School Community</p>	High

	Test is performed incorrectly resulting in void or incorrect result		<p>Staff will conduct tests at home twice weekly (3 to 4 days apart)</p> <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 30 minutes 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 employed staff in the School Community</p> <p>All staff</p> <p>All staff</p> <p>Tests should be stored at room temperature and used within 30 minutes of opening them</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>All staff</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 PCR test should be conducted and staff should isolate with members of their household</p>	All staff	
	Non reporting of test could result in transmission of virus		<p>All 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 Co-ordinator or member of the SLT on the school mobile:  07701 368767 at any time of the day regardless of the day of the week.</p> <p>A school log of results is to be kept by the Covid Co-ordinators</p> <p>Members of staff must communicate if they become symptomatic at the point in which these symptoms develop.</p>	<p>All staff</p> <p>All staff and SLT</p> <p>Tracey Payton and Suzanne Phoenix</p>	
	Risk of harm to others in household if:		<p>If there is a clinical incident which has led to potential harm, staff member should report it to:</p>	All staff	

	<p>There is a clinical incident when completing test or test kit components are not disposed of properly</p>		<p><a href="https://coronavirusyellowcard.mhra.gov.uk">https://coronavirusyellowcard.mhra.gov.uk</a>          If medical care is required, it should be sought through the usual route of contacting 111 or 999.</p> <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 Co-ordinators</p> <p>All staff</p>	
	<p>Poor management of the LFD testing process resulting in lack of organisation and incorrect processes</p>		<p>Covid co-ordinators to be appointed in school</p> <p>Distribute test kits to staff team, staggering collection times to allow social distancing          Ensure test kits match delivery note and they are not damaged          Manage test stock and re-ordering          Set up a collection point with a secure place to store tests in temperature between 2 and 30 degrees.</p> <p>Setting up and maintaining a 'test kit log' and 'test result log' (Due to data protection purposes these must be separate documents)          Ensure staff have correct instructions v 1.3.2 and they understand that the old instructions are in the box          Communicate and answer questions that staff may have regarding testing          Report any incidents and carry out risk management</p>	<p>Tracey Payton and Suzanne Phoenix</p>	

			<p>Raise questions, concerns or report issues via the DFE coronavirus helpline on: 0800 046 8687</p> <p>Opening hours mon-fri 8am to 6pm, sat-sun 10am to 6pm</p>		
	<p>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>		<p>All close contacts to remain at home following positive LFT or two consecutive LFTs (see appendix 1)</p> <p>All bubble to isolate for 10 days since the last contact with the affected person following positive PCR result. If the asymptomatic person subsequently develops 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	
	<p>Vulnerable children will not return to school after the period of self isolation</p>		<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>Phase leaders to monitor this group</p>	

	Staff who have previously had Covid may not see the benefit in taking part in the testing programme		<p>Strongly encourage all staff to take part in the testing programme.</p> <p>Ensure training materials cover the fact that the changing nature of the virus means 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.</p>		
	Contact between co-ordinators/distributors and staff increasing the transmission of COVID19: LFD's		Face coverings/masks to be worn by subjects at all times during distribution	Covid Co-ordinators	
	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 measure as identified in the Covid standard risk assessment.		
	There may not be a teacher with the children on site following the positive result on a LFT		<p>The Trust view is that with up to 20+ children in one bubble, new variants and higher rates of infection, affected children and their bubble will be required to stay at home</p> <p>Because of the large number of children on site, and in line with safe distancing measures it will not be possible to combine classes. Therefore to maximise the provision children will access the planned remote learning offer</p>		
	Damaged or lost LFD		Use ELT testing kit stored in office	Covid Co-ordinators	

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

