



		<p><b>Cleaning:</b></p> <p>Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance.</p> <p>Limited clutter-chairs only on request; no physical handing of documents to subjects except barcodes and PCR test kits for first 200 subjects</p>		<p>reception, during and after testing.</p> <p>Confirm cleaning products</p> <p>Each member of the testing team to clean their own area regularly and after each test</p> <p>Cleaning supplies to be provided and topped daily up by Site Manager</p>		
<p><b>Registration</b> Contact between subjects and staff increasing the risk of transmission of COVID19</p>	Staff, pupils and volunteers	<p>Doors held open by automatic door closers to reduce contact points</p> <p>Registration area to be clearly marked and separate from the sampling and processing area.</p> <p>Group timings/timetabling of sampling to be clearly identified and communicated</p> <p>Queueing system to be implemented to support social distancing rules and prevent congestion</p>	<b>M</b>		<b>Principal</b>	16/8/21
<p><b>Sample taking</b> Contact between subject and sampler increasing the transmission of COVID19</p>	Staff, pupils and volunteers	<p>Perspex barriers between test subjects and test assistants</p> <p>Booths provided to separate test subjects</p> <p>Equipment within the area is not shared and all surfaces regularly cleaned</p> <p>Ensure test area is well ventilated</p>	<b>M</b>		<b>Principal/ Site Manager</b>	16/8/21
<p><b>Sample transport</b></p>	Staff, pupils and volunteers	Doors are held open between room/test areas	<b>M</b>		<b>Site Team</b>	16/8/21

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Contact between sample and test centre runner increasing the transmission of COVID19		Ensure floor surfaces are even to prevent trip hazards  One way systems that eliminate the possibility with collision with other people				
<b>Sample processing &amp; analysis.</b> Contact between samples and sample testers increasing the transmission of COVID19	Staff, pupils and volunteers	All persons in the testing area must use the correct PPE. Gloves to be changed between each test.  All persons to be trained in their role  All floors and surfaces to be regularly cleaned with disinfectant	M	<b>Pupils testing positively during testing</b>  If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so.  A window should be opened for fresh air ventilation if possible.  Appropriate PPE should also be used if close contact is necessary	<b>Principal/ Site Team</b>	16/8/21
<b>Sample disposal and waste disposal</b> Contact between samples and sample testers increasing the transmission of COVID19	Staff, pupils and volunteers	All waste to be bagged up and removed daily  Healthcare waste to be disposed of via a licenced waste carrier	M	Site Managers to arrange waste removal from site weekly	<b>Site Team</b>	16/8/21
Incorrect result communication	Staff, pupils and volunteers	2 identical barcodes are provided to subject at check in	M		<b>Principal</b>	16/8/21

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		<p>The subject registers their details to a unique ID barcode before conducting the test</p> <p>Barcodes are attached by trained staff at the sample collection bay Barcodes are checked for congruence at the analysis station I and applied to Lateral Flow Device at this station</p>			
Damaged barcode, lost LFT, failed scan of barcode	Staff, pupils and volunteers	<p>Rule based recall of subjects who have not received a result within x hrs of registration</p> <p>Subjects are called for a retest</p>	M		Principal 16/8/21
<p><b>COSHH</b></p> <p>Extraction solution which comes with the lab test kit contains the following components:  <math>Na_2HPO_4</math> (disodium hydrogen phosphate),  <math>NaH_2PO_4</math> (sodium phosphate monobasic),  <math>NaCl</math> (Sodium Chloride)</p>	Staff, pupils and volunteers	<p>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 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><b>PPE:</b></p> <p><b>Nitrile gloves</b> which meet the Regulation (EU) 2016/425 to be used at all times when handling the extraction solution.</p> <p><b>Safety glasses</b> with side shields or visors which are tested and approved under appropriate government standards to be worn at all times when handling the extraction solution.</p> <p><b>Impervious clothing</b> to be worn to protect the body from splashes or spillages (disposable aprons)</p>	M		Principal 16/8/21

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		<p><b>Environmental:</b></p> <p>Do not let the product enter drains</p> <p><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</p> <p>Do not use if the solution has expired</p> <p><b>Training:</b> to be provided in handling potentially biohazardous samples, chemicals and good lab practice. Adhere to guidelines in these training procedures to prevent improper handling.</p> <p><b>Test kit storage:</b> Test kits to be stored securely while not being used.</p> <p>Follow the user instruction to mitigate against inhalation, skin contact or ingestion of these chemicals.</p>		Site Managers to identify store area that ensures test kits are kept at a temperature of between approximately 2°C and 30°C.		
<p><b>Manual Handling</b></p> <p>Contact between samples and sample testers increasing the transmission of COVID19</p>	Staff, pupils and volunteers	<p>Site Manager to deliver all test kits to appropriate storage area.</p> <p>Identified test staff will then break down delivery's in to manageable sizes and distribute as required</p> <p>All test kits should be handled with clean gloves by test staff which should safely dispose of the gloves after each use</p>	<b>M</b>		<b>Site Team</b>	16/8/21
<p><b>Training</b></p> <p>Contact</p>	Staff, pupils and volunteers	All staff carrying out a function during the COVID testing will have the appropriate training	<b>M</b>		<b>Principal</b>	16/8/21

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between samples and sample testers increasing the transmission of COVID19		Utilise the training videos provided by the NHS  Content of the risk assessment to be communicated with all workers as part of induction  All people being tested will be made fully aware of the test requirements.			
<b>Date of original Assessment: Jan 2021</b>	<b>Date of this Assessment: Jan 22</b>	<b>Review March 2022</b>	<b>Reference: GRA 91.1 – V10</b>	<b>Name of Assessors: Principal A Cush</b>	
<b>Overall Risk Rating (H, M L): The risk rating for the overall risk is Medium due to the nature of the virus and the potential consequences.</b>		Managers signature: A Cush			
RESIDUAL RISK RATING		ACTION REQUIRED			
HIGH (H) Strong likelihood of fatality / serious injury occurring		The activity must not take place at all. You must identify further controls to reduce the risk rating.			
Medium (M) Possibility of fatality/serious injury occurring		You must identify controls to reduce the risk rating. If it is not possible to lower risk further you will need to consider the risk against the benefit Monitor risk assessment at this rating more regularly and closely			
LOW(L) Minimal risk		No further action needs to be taken reviewed annually			

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