

NWALL Risk Assessment - 2470RA

Information valid as of 20/01/2021 20:39



■ General Details

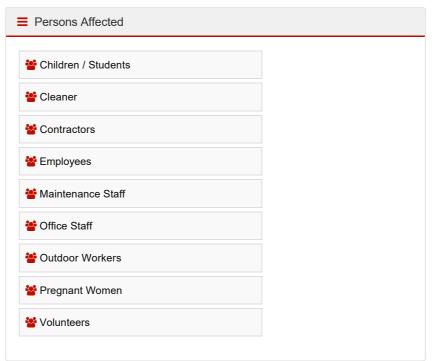
Assessor	Kate Sicolo
Assessment Date	20/01/2021
Assigned Reviewer	Kate Sicolo
Next Review Date	26/02/2021
Operation Assessed	COVID-19 Lateral Flow Device (LFD) use for Rapid Testing at Home

Associated with specific area		
Education		
Academy Schools		
Cornwall Education Learning Trust		
■ Fowey Primary School		

Description of work area and/or activity assessed

For the rapid testing programme of school staff (including all support staff) at home (only) before attending the workplace two times a week, three to four days apart.





Current Rating Hazard Information Task Status Supervision Medium School is unable to perform appropriate oversight and governance for undertaking of lateral flow tests (i.e. COVID Coordinator and or Registration Assistant not appointed). Measures Currently in place to prevent risk of injury Office Manager Catherine Dowrick appointed to oversee the allocation of test kits, with support from Ira Ludwig. Headteacher is covid-coordinator. If headteacher is unavailable, deputy headteacher has attended all PHE training provided and is able to act as covid lead.



Current Rating	Hazard Information	Task Status
Medium	Work Equipment Not enough tests delivered. Running out of tests before more are ordered and delivered. Tests have missing parts or are damaged, tests not stored between 2 and 30 degrees before use at work or at home.	0 0 0
	Measures Currently in place to prevent risk of injury	
	School to contact DFE helpline as advised on Monday 25th if insufficient stock for 4 weeks has bee additional stock as soon as order process opens. Office staff to keep check on stock levels and re-contact DFE helpline as advised on Monday 25th if insufficient stock for 4 weeks has bee	
Full staff training for all staff to include storage procedures and processes should tests be damaged. Staff to be adequate spares in case tests are damaged or missing parts. Log kept of all errors or damage.		Staff to be supplied with

Potential Rating	Additional Controls Required
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	Training / Competence Discrepancies in the pre-test process i.e. unauthorised access to the tests, tests not logged out to recipients, incorrect instructions used (those in the test packs are out of date and have been superseded with those in a separate bundle V 1.3.2 dated 15 Jan 2021.	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff trained in throwing away old instructions and using correct instruction booklet. Correct booklet displaye staff can double check.	
	Test log kept by office staff. Test kits secured in office- no unauthorised access to testing kits.	

Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	Behaviour Low uptake of self-testing within the employee group lowering the chance of finding asymptomatic individuals attending school premises (for example those who have had the vaccine or have previously been infected should still test if they wish to).	0 0 0
	Measures Currently in place to prevent risk of injury	
	School staff and all regular volunteers/ staff who are employed by a different person (e.g. Chartwells, DN, AA) invited to group training session online prior to programme start. All staff encouraged to take up self-testing. Clear information given about the importance of continued testing for those who have vaccine. Recommendation (as per PHE training) for 90 day break from LF following a positive PCR test to avoid false positives.	

Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	Safeguarding Non-adherence to data protection/confidentiality requirements.	0 0 0
	Measures Currently in place to prevent risk of injury	
	School admin staff briefed in data protection requirements.	
	All staff given copy of privacy notice.	

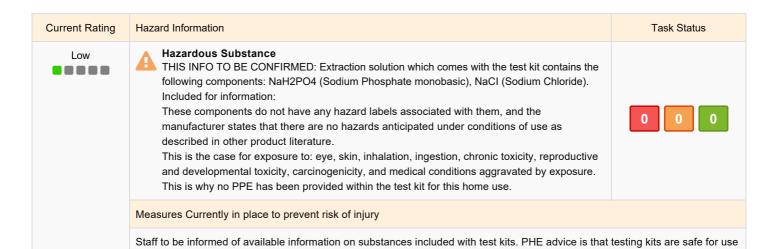
Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium	Behaviour Tests used by staff already displaying COVID symptoms or for family/friends instead of isolating and following the correct PCR testing process.	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff trained in correct procedure. Video shown to all staff and shared for staff to rewatch in their own time. Staff informed th tests should only be used by themselves and not shared.	
	Staff advised that if they are showing symptoms they must access a PCR test. All staff to be supplied they find access a barrier.	with a PCR test in case



Current Rating	Hazard Information	Task Status
Medium	Training / Competence Not following or understanding the test instructions/DfE/NHS guidance for carrying out the test (i.e. location, eat or drinking before test, set up, infection control, process, timing, waste disposal, reading the test, reporting results to NHS track and trace, reporting results to the school etc.).	0 0 0
	Measures Currently in place to prevent risk of injury	
	Training for all staff. video and instructions shared in advance. All staff given opportunity to take their home and to ask questions if needed before morning testing commences.	first test one evening at

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Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.	

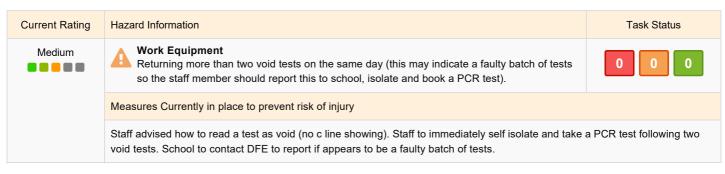


by everyone including those with latex allergies, pregnant women and those who are CEV.

Potential Rating Additional Controls Required Low No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium	Welfare Injury to staff during self-swabbing (i.e. swab breaking-up in the mouth or nose, nosebleed or bleeding, allergic reaction (the test contains no latex) etc). Anxiety/stress due to self-testing.	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff to be trained as a group via Zoom. Staff to be given clear instructions as to how to report via the yellow incident reporting system. Staff encouraged to also speak to HT so that support can be given.	
	PHE advise that an allergic reaction is very unlikely. Should this happen, staff to seek medical advice and school to report urgently as yellow incident.	

Potential Rating	Additional Controls Required	
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.	



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Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.	

Current Rating	Hazard Information	Task Status
Medium	Biological Not reporting a positive test result, following guidance for self isolation or booking a confirmatory PCR test.	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff encouraged to report all test results, including positives negatives and voids. Staff advised as to the procedures for different test results. Regular reminders for staff as to correct procedures.	

Potential Rating	Additional Controls Required
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium	Biological Cross infection to others in the home from the test area or kit used for testing. (i.e. from not using the waste disposal bag provided and placing in black bag waste, washing hands or disinfecting surfaces after the test).	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff to be given training in safe testing and disposal methods. Staff already very well practiced in kee avoiding cross contamination. Staff to be advised as to what to do with the waste disposal bag.	eping surfaces safe and

Potential Rating	Additional Controls Required
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating Hazard Information Task Status Medium Supervision Staff ratios or bubble closures caused by positive tests. Measures Currently in place to prevent risk of injury Staff ratio at Fowey during lockdown is 16 children with one teacher and at least one teaching assistant. Additional staff are

available should there be a need to replace staff in bubbles due to positive testing. All close contacts to be isolated in line with Cornwall Council advice. Should staffing levels fall below agreed ratio bubbles will close. Vulnerable children who are not close contacts to be accommodated in alternative bubble should this be possible. If this is not possible, risk assessments put in place for these children including daily face-to-face contact via Zoom live lessons where there are safeguarding concerns.



Current Rating	Hazard Information	Task Status
Medium	Stress / Distress Stress/distress caused by a false positive result.	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff to be reassured about the possibility of false positives or negatives during training. Staff offered from SLT following any positive result. Staff offered additional specialist support from SLA team if nee	•

Potential Rating	Additional Controls Required
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium	Behaviour Not following social distancing or other control measures (Hands, Face, Space) to prevent the spread of COVID because of a negative test. (i.e. a negative test result does not mean you don't have COVID)	0 0 0
	Measures Currently in place to prevent risk of injury	
	Staff trained in this message. Reminders around school and regular verbal reminders to staff about the importance of continuing to follow the measures that are in place especially as these set a good example for children.	

Potential Rating	Additional Controls Required	
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.	

