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| RA Title/ Reference | Lateral Flow Antigen and Confirmatory PCR testing Programme on Secondary School Sites | Activity Description | Provision of a managed (LFT/ PCR) testing service on secondary school sites |
| Assessment Date | 3 rd March 2021 | Assessor Name | Jo Hawkin |
| Assessment Team Members/ sign off | J Hawkin | Planned Review Date | 8 th March – end of first day of testing |
| Location(s) | Trinity School | Number of People Exposed | 1800 approx |
| Overall Residual Risk Level following implementation of effective control measures | Medium Risk (L2xS3) = 6 | People Exposed | Secondary School Employees Secondary School Students External staff (Testing site roles and cleaning staff) Members of the public Vulnerable Children/ Adults Persons with disability/ risk factors/ pre-existing medical conditions New/ Expectant Mothers |
| Assessment Last Updated | 3 rd March 2021 | Is this an acceptable risk? | Yes/ No |



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| Hazard Description and How are people at risk | Potential Risk before controls | • Current Control Measures | Additional Control Measures (To be implemented) | Action Details by Whom by When | Residual Risk |
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| <p>Failure to adhere to Clinical Safe operating procedures –</p> <p>Risk of transmission of the virus due to staffing issues e.g. competence, numbers, incorrect use of PPE</p> | <p>L4 x S3 Medium Risk (12)</p> | <ul style="list-style-type: none"> • Clinical Safe Operating Procedure (SOP) established based on DHSC Clinical Standard Operating Procedure v2.8 and regularly reviewed. • LA to deploy sufficient numbers/ ratios of suitably qualified, competent, skilled and experienced persons to meet the requirements of the site/ service based on assessment (ratio of personnel required to participants, numbers tested and area of testing place used. • Identified workforce have completed an agreed training package in line with SOP to enable them to competently carry out the duties they are employed to perform, • All staff instructed in the importance of IPC guidance with regular reminders • Individual risk assessments must be undertaken for young workers (under 18) and New/ expectant mothers. | <p>Public Health input to tailor SOP to CCC programme</p> <p>Any non-compliances will be escalated through existing organisation incident management procedures</p> | <p>Public Health/ CCC Schools LFT Programme Team – completed Jan 2021</p> <p>CCC ODWT Team (Training Team)</p> | <p>L1 xS3 Low Risk (3)</p> |



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| <p>Risk of transmission of COVID-19 due to conditions of premises e.g. testing location/ environment/ unauthorised access</p> | <p>L4 x S3 Medium Risk (12)</p> | <ul style="list-style-type: none"> • Testing Site Set Up – Proposed test sites will be assessed in line with SOP • All identified school sites will be inspected and assessed to ensure that they meet all relevant legislative and health and safety requirements as detailed in SOP • All testing sites will display signage as detailed in SOP • Schools will follow their current COVID secure risk assessments for their wider activities. • Suitable testing site layouts will be established in line with SOP following assessment of site. • Only authorised access permitted to the test site • Reception manned at all times. • External staff to show appropriate ID before permitted to enter. • One-way systems will be in place where possible with directional signage displayed prominently and 2m social distancing measures observed. • Each testing area will contain a table, chair, mirror, vomit bowl, clinical waste bin, hand sanitiser (60% - 80% alcohol) and instructions displayed • Suitable equipment and storage provision will be established in line with the SOP. Testing kits to be stored at room temperature (15-30°) | <p>CFRS leads to agree site suitability & assessment</p> <p>School and testing site staff will monitor arrangements</p> | <p>LA/ CFRS – complete Dec 2020</p> | <p>L1 xS3 Low Risk (3)</p> |
| <p>Risk of transmission of COVID-19 due to poor hygiene/ cleaning regimes</p> | <p>L5 x 3 High Risk (15)</p> | <ul style="list-style-type: none"> • Cleaning policy and schedule established in line with SOP following NHS guidance ‘Cleaning and Disinfection process COVID -19 • All staff instructed in the importance of observing IPC guidance. • Cleaners will only be permitted to enter the testing area when testing activity is NOT being conducted. (Before/ After sessions) Test assistant will wipe down between participants • Cleaners to observe 2m social distancing • Fluid resistant surgical masks type IIR are to be worn in all non COVID secure areas by cleaning staff. • Waste arrangements in place with daily removal | <p>Cleaning rota and timings will be managed in between tests, at breaks and during lunch</p> | | <p>L2 x S3 Medium Risk (6)</p> |



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| Risk of transmission of COVID-19 from contact between subjects (General) | L4 x S3 Medium Risk (12) | <ul style="list-style-type: none"> All staff (school and testing site) and students will be advised in advance not to attend the test site or setting if they have any symptoms of COVID 19 (Continuous cough, loss of taste or smell and a high temperature) All staff and students will use the hand sanitiser (60% - 80% alcohol) provided on arrival and as directed during testing. All individuals attending test site will wear face coverings • All individuals will be provided with a IIR type mask 2m social distancing to be observed at all times. Regular cleaning of the site including wipe down of all potential touchpoints in accordance with SOP and PHE guidance. SOP Testing/ analysis process will be strictly followed | <p>CCC will provide and deliver enough Type IIR face masks</p> <p>Compliance with this is to be ensured by queue management (school) staff.</p> | <p>Queue management (school) staff & testing staff.</p> | L2 x S3 Medium Risk (6) |
| Risk of transmission of COVID-19 from contact between subjects during Welcome & registration | L4 x S3 Medium Risk (12) | <ul style="list-style-type: none"> Testing site staff will wear and be trained in the use of identified PPE as detailed in the SOP relevant to their particular role. PPE: Eye protection Visor or goggles , Fluid-resistant (Type IIR) surgical mask (FRSM), disposable plastic apron and disposable gloves Staff and students will be provided with information regarding the testing process before the testing commences • Students registered in advance by school Each person being tested will be given a test card (with QR code) and barcodes | <p>Ensure sufficient supply of PPE</p> | | L2 x S3 Medium Risk (6) |
| Risk of transmission of COVID-19 from Contact between subject and sampler: during sample collection, | L4 x S3 Medium Risk (12) | <ul style="list-style-type: none"> Staff will be trained in the use and wear identified PPE as detailed in the CSOP relevant to their role. PPE: Eye protection, Fluid-resistant (Type IIR) surgical mask (FRSM), disposable plastic apron and disposable gloves Each testing area will be wiped clean after each test as per SOP Clinical waste bins will be provided for disposal of used swabs and PPE. Waste will be disposed of as outlined in SOP (daily) | | | L2 x S3 Medium Risk (6) |



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| Risk of transmission of COVID-19 from during the processing of the sample | L4 x S3 Medium Risk (12) | <ul style="list-style-type: none"> All staff involved in processing the samples will be given full training and instructions on SOP which includes safe handling of the samples Test processors will wear appropriate PPE in accordance with SOP be changed/cleaned following each test | CCC Training Team | Training complete Jan 2021 | L2 x S3 Medium Risk (6) |
| Risk of Data Breaches/ Quality – e.g. Incorrect communication of clinical data | L3 x S3 Medium (9) | <ul style="list-style-type: none"> Identified Quality and Governance Lead (or Testing Supervisor) to coordinate quality and risk management of the testing service (SLT) Controls to be followed in respect of data recording during the testing process NHS Digital Guidebook for Test and Trace followed – mass upload | SOP to be monitored by Testing supervisor role | | L2 x S3 Medium Risk (6) |
| Illness or injury Staff exhibiting / feeling effects that may indicate COVID 19 is present. | L3 x S 3 Medium Risk (9) | <ul style="list-style-type: none"> •• • Staff training and information provided. Staff to isolate and remove themselves from the test centre immediately Disposable sick bowls, surface disinfectant and 60% - 80% alcohol based sanitiser available as per SOP | | | L2 x S3 Medium Risk (6) |



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| <p>Serious incidents/ medical emergency or fire evacuation</p> | <p>L2 x S4 Medium Risk (8)</p> | <ul style="list-style-type: none"> • Fire risk assessment in place for the premises • Fire evacuation routes will be kept clear and clearly marked in line with the rest of the building • Access to telephone in case of emergency • First aid to be available at all times • Test site will comply with normal school procedures such as first aid/ fire • In case of a serious medical emergency, sites will follow the school protocols for making areas safe and summoning emergency assistance/ first aid, • Normal emergency procedures to be followed i.e Schools existing procedures • Normal accident/ indent/ near miss reporting and investigation procedures to be followed. • Testing site staff will follow SOP In the event of an emergency in relation to samples taken. • Any member of test site staff who feels unwell for any reason, including displaying potential Covid-19 symptoms will follow procedures in SOP • Suitable measures will be established at the test site for dealing with individuals who test positive | <p>(Any interim FRA arrangements/ emergency evacuation implications or additional first aid needs must be considered in relation to the testing site during assessment)</p> <p>Testing workforce to ensure School emergency arrangements/ procedures are shared with all.</p> <p>PPE and additional HSE guidance to be provided for first aid staff in relation to COVID-19 precautions</p> | | <p>L1 x S4 Low Risk (4)</p> |
| <p>Travel – Risk of transmission of COVID-19 for those testing positive</p> | <p>L3 x S3 Medium Risk (9)</p> | <ul style="list-style-type: none"> • Suitable agreed procedures and advice in place for staff/ students who may test positive e.g. travel home immediately wearing a face covering in own/ family vehicle where possible avoiding public transport | <p>To ensure that School/ Test staff agree procedures based on SOP</p> | | <p>L2 x S3 Medium Risk (6)</p> |
| <p>Ill health/ wellbeing effects due to inappropriate welfare facilities</p> | <p>L3 x S3 Medium Risk (9)</p> | <ul style="list-style-type: none"> • Access to toilets / handwashing facilities • Regular rest breaks for the testers. Lunch break to be taken via packed lunch away from Test site • Free Bottled water will be provided to each site • Staff rotation where possible • Adequate balance of ventilation and heating | <p>Staff to provide own packed lunch</p> | | <p>L2 x S3 Medium Risk (6)</p> |



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| Waste Management | L3 x S3 Medium Risk (9) | <ul style="list-style-type: none"> Site specific waste management procedures will be implemented in line with SOP A Duty of Care Waste Transfer Note will be completed before waste is removed from site and records kept for minimum of 2 years Test site will ensure appropriate receptacles and separation of wastes in line with SOP | | | L1 x S3 Low Risk (3) |
| Relevant Safety Procedures and National/ Local Guidance Links | CCC SOP based on Clinical Standard Operating Procedure DHSC v2.8 | | | | |
| Assessment Conclusion | <p>Providing the stated control measures are implemented and adhered to, the risk of contracting most viral infections including COVID-19 can reduce to a manageable level in normal circumstances.</p> | | | | |

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| Severity | |
| 1. Insignificant | No Injury |
| 2. Minor | Minor injuries requiring first aid |
| 3. Moderate | First Aid/RIDDOR reportable incident |
| 4. Major | Serious injury/hospital attendance |
| 5. Most Severe | Disabling injury, long term ill health |
| Likelihood | |
| 1 | Very unlikely e.g. 1 in 1000,000 chance of it happening |
| 2 | Unlikely e.g. 1 in 100,000 chance of it happening |
| 3 | Possible e.g. Likely to occur during standard operations |
| 4 | Likely e.g. has been known to happen before |
| 5 | Very likely e.g. it's almost certain that something will happen |



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| | | Severity/ Outcome | | | | |
|------------|--------------------|--------------------|-------------------|-------------------|-------------------|-------------------|
| | | 1 Insignificant | 2 Minor | 3 Moderate | 4 Major | 5 Most Severe |
| Likelihood | 5 Very Likely | 5 Low Risk | 10 Medium Risk | 15 High Risk | 20 High Risk | 25 High Risk |
| | 4 Likely | 4 Low Risk | 8 Medium Risk | 12 Medium Risk | 16 High Risk | 20 High Risk |
| | 3 Possible | 3 Low Risk | 6 Medium Risk | 9 Medium Risk | 12 Medium Risk | 15 High Risk |
| | 2 Unlikely | 2 Low Risk | 4 Low Risk | 6 Medium Risk | 8 Medium Risk | 10 Medium Risk |
| | 1 Very Unlikely | 1 Low Risk | 2 Low Risk | 3 Low Risk | 4 Low Risk | 5 Low Risk |

15-25 Unacceptable.

- Stop activity and make immediate improvements

6-12 Tolerable

- Look to improve within a specified timescale **1-5 Acceptable**
- No further action, but ensure controls are maintained