

RISK ASSESSMENT



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| SERVICE AREA / TEAM | Bassingbourn Village College |
| ACTIVITY / TASK | Covid-19 Risk Assessment, Mass testing on return to School September 2021 |
| COMPLETED BY & DATE | Kevin Cornwell 31/08/2021 |
| REVIEW DATE | Ongoing through testing program |

| What are the hazards? | Who might be harmed and how? | What are you doing already? | What further action is necessary? | Action by whom? | Action by when? | Done |
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| Set up of testing centre | Students and Staff, No testing available, carriers of virus not identified | <ul style="list-style-type: none"> ● Plan drawn up before summer break and set up carried out before students return ● Set up checked with testing lead to ensure correct ● Manual handling RA in place including training for staff setting up test centre. | | | | |
| Lack of PPE and testing kits | Students, Staff from infection of the virus | <ul style="list-style-type: none"> ● PPE pre-ordered and delivered on time ● Testing kits delivered on time and levels monitored | | | | |

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| | | <ul style="list-style-type: none"> ● Stock levels constantly checked and re-ordered if necessary | | | | |
| Incorrect testing procedure | Students, Staff , false results could result in infection of the virus | <ul style="list-style-type: none"> ● Testing staff given up to date testing procedure documentation, and training ● Testing leads monitoring testing techniques | | | | |
| Lack of staff | Students, Staff from infection of the virus | <ul style="list-style-type: none"> ● Staff/volunteers asked well in advance of testing program to attend ● Levels monitored and adjusted if need arises | | | | |

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| Crowding at entrance to testing center | Students, Staff from infection of the virus | <ul style="list-style-type: none"> ● Staff along route to control distancing of students arriving for testing ● One way system in place to prevent bottle necks at entrances/exits ● Controlled flow into actual testing area by staff | | Duty/catering Staff | On Going | |
| Incorrect use of testing chemicals | Students, Staff Splashes into eyes, on skin, solution swallowed causing harm | <ul style="list-style-type: none"> ● Full PPE worn at all times in testing area which includes aprons and eye protection (visors) ● No hazard labels associated with the kits ● First aiders part of testing team | | All teaching staff | On Going | |

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| | | <ul style="list-style-type: none"> ● First aid kits available including hand washing facilities | | | | |
| Spread of virus from staff/volunteers | Students, from infection of the virus | <ul style="list-style-type: none"> ● Staff, volunteers taking LFT test before attending test site ● Staff/volunteers wearing face masks ● Staff, volunteers hand sanitising on a regular basis ● Staff, volunteers reminded of social distancing ● Hand washing facilities available ● PPE donning/doffing procedure in place | | | | |
| Spread of virus from students attending testing centre | Staff, volunteers, students, from the infection of the virus | <ul style="list-style-type: none"> ● Students asked to wear face masks when entering the test centre | | | | |

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| | | <ul style="list-style-type: none"> ●Students asked to sanitise hands when entering the test centre ●Students reminded to social distance | | | | |
| Building compliance | Students, Staff, volunteers Risk of illness/serious injury, death caused by fire, legionella, electric shock etc. | <ul style="list-style-type: none"> ●BVC has ensured high risk statutory compliance checks in the test centre (fire, water, gas) have been completed and records updated. | | | | |
| Test kit waste disposal | Students, Staff, from infection of the virus | <ul style="list-style-type: none"> ●All testing waste is double bagged and left for 72hrs before being disposed of | | | | |
| Consent | Students, Trust, Student not tested | <ul style="list-style-type: none"> ●Relevant consent has been sought and obtained ●Consent procedure in place so that only those who have given it are tested | | | | |

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| Cleanliness | Students, Staff volunteers, from the infection of the virus | <ul style="list-style-type: none"> ● Testing area deep cleaned both before and after set up ● Students/staff hand sanitise between each test taken ● Surfaces sanitised between each test ● Testing site deep cleaned at the end of every testing session (nightly) ● Cleaning chemicals used are of the regulation type for Covid-19 | | | | |
| Result error | Students, staff, infection from the virus | <ul style="list-style-type: none"> ● Students check in and are given two identical barcodes ● All students are registered and are given a unique ID code before any testing takes place ● Staff are trained and familiar with the process. Staff place barcodes on the test sample immediately | | | | |

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| | | when it is collected from the student | | | | |
| Positive result | Students, Staff, volunteers, from the infection of the virus | <ul style="list-style-type: none"> ●If the LFT test proves positive on site the student will be notified and told to book a PCR test to confirm. Student will not be able to attend school until PCR test result received. ●Positive result will require a 10 day isolation at home. | | | | |
| Wellbeing/Mental health | Students, staff, volunteers, cause of anxiety due to present circumstances | <ul style="list-style-type: none"> ●Regular breaks in place ●Clean toilet facilities available ●Refreshments available ●Hours regulated ●Counselling service provision in place | | | | |

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| Behaviour | Students, Staff, Volunteers, infection from the virus | <ul style="list-style-type: none"> ● Staffing levels at the test centre enough to monitor behaviour ● School behaviour policy to be followed throughout the testing process ● Radio and telephone communication in place should support be required | | | | |