

Risk Assessment – COVID19 (V3) Home testing

(please note this is a live document and regular updates/changes may be needed following government advice, please amend accordingly)

Title of risk assessment	Lateral flow testing at home	Date of Assessment	6 January 2021 13 th January 2021 22 nd January 2021 25 th February 2021 highlighted in blue
Name of Assessor	Jane Smith OAT H&S Officer	Location	OAT Academies
Who may be affected?	Support staff, Teachers, SLT, volunteers and pupils.		
Description of activities	Mass testing programme lateral flow test for staff and pupils at home. Further guidance and documents available. Rapid Testing NHS Resource Pack OATnet Coronavirus advice - Home (sharepoint.com)		

Hazards	Who can be harmed	Existing Controls and Working Practices	Initial Risk Rating (S x L = Total)			Additional Control Measures	Final Risk Rating (S x L = Total)			Actions (Who, Due Date)
			Severity	Likelihood	Total		Severity	Likelihood	Total	
Incorrect use of Self-test at home	Teachers, support staff, premises staff and pupils undertaking the test incorrectly could be injured	Kit comes with comprehensive instructions. If individuals have difficulties using the kit or have problems logging the result, they contact 119 Schools are provided with the "How to guide" link above. Staff aware to report results as soon as possible by phone or https://www.gov.uk/report-covid19-result	5	2	10	N.B No test required for 90 days after positive PCR, unless you develop new symptoms.				

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Insufficient communication	Teachers, support staff, premises staff and pupils Potentially resulting in spreading the virus	<p>Instruction and training take place via video, instructions for use, and OAT procedure/testing pack given to all staff.</p> <p>Staff/pupils are aware of how to report the result of their test online (immediately) and communicate directly to the school.</p> <p>Each academy has a co Ordinator in place to oversee testing and provide communication and support to staff.</p> <p>Staff who participate understand the privacy notice.</p> <p>All records are stored as per privacy GDPR agreements.</p> <p>Parents and pupils are given instruction on use of flow tests.</p> <p>Pupils take part in initial testing on return to school.</p> <p>School sends regular reminders to pupils to communicate their result.</p>	5	2	10					
Positive cases	Teachers, support staff, premises staff and	<p>For positive cases individuals follow government guidance and self-isolate and follow up with a PCR test.</p> <p>Staff report their results to test and trace as soon as test is</p>	5	2	10	People who decline to participate in the testing programme should follow the usual national guidelines on self-isolation and get				

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	pupils – could potentially transmit the virus	completed either online or by phone. Tests are completed 3-4 days apart and first thing in the morning before arriving at school.				tested if they show symptoms. No test required for 90 days after positive PCR unless you develop new symptoms.				
Disposal of swabs/other waste materials	Teachers, support staff, premises staff and pupils not disposing of kits correctly potentially causing spread of virus	Used kits are carefully disposed of following instructions on kit and training received. Kits are disposed of through normal household waste.	5	2	10					
Storage/distribution area of test kits	Teachers, support staff, premises staff and pupils not following social distancing measures could potentially	Temperature 15-30°C for the lateral flow devices to operate and 2-30°C for storing them Collection point is laid out to enable social distancing to take place. Area is secure to prevent unauthorised access Face coverings are worn when distributing test kits. Kits can be distributed to pupils in the classroom during registration using the test kit log.	5	2	10					

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	spread the virus.									
Incidents involving incorrect test result/faulty LFD's	Teachers, support staff and premises staff and pupils could potentially be harmed due to faulty/damaged test resulting in an allergic reaction cut to mouth.	Non clinical issues such as damaged tests or staff unable to log result staff contact 119, individual also informs the school if any ongoing issues. For any clinical incidents that result in harm staff must raise a yellow card via Homepage Coronavirus (COVID-19) (mhra.gov.uk) Examples include allergic reaction, swab braking in mouth, bleeding.	5	2	10	Covid Coordinator to report any faulty tests, damaged stock to the DfE.				

Acknowledgements & Signatures

Risk Assessor: By signing this risk assessment, I acknowledge my responsibility as the Risk Assessor for conducting this risk assessment.

Management: By signing this risk assessment, I acknowledge my responsibility as the department management for reviewing and approving this risk assessment and communicating controls and any improvements to staff.

Risk Assessor Name and Signature
Jane Smith

Date:
1st February 2021

Manager Name and Signature:

Date:

Review date: Reviewed as above dates

Guidance

Severity of Harm from this Hazard

- Total Estimated Risk = Severity x Likelihood
- Hazards with significance factors equal to or greater than 16 or a Severity Rating of 4 or 5 warrants the use of additional controls and an action plan that has been reviewed

Score	Severity / Consequence	Effects
1	NEGLIGIBLE	Negligible injury or health implications with no treatment or first-aid only. .
2	MINOR	No-Lost Time Injury(ies) and no chronic effects, but treatment beyond first aid may be required.
3	MODERATE	Person suffering Lost Time Injury, RIDDOR, hospital treatment or job restriction/business affected by outbreak
4	SERIOUS	Illness resulting in time off work long term/ill health
5	MAJOR	Fatality

Likelihood of Potential Exposure to this Hazard

Score	Definition
1	Little or no chance of occurrence; would require an extraordinary combination of factors for the situation to result.
2	Not likely to occur in normal circumstances
3	Possible when additional factors are present but otherwise unlikely to occur.
4	Such an event is known to have occurred and is likely to re occur.
5	Almost inevitable that an incident would result / occurs frequently

Risk Rating		Severity / Consequence				
		1. Negligible	2. Minor	3. moderate	4. Serious	5. Major
Likelihood	1. Very unlikely	1	2	3	4	5
	2. Unlikely	2	4	6	8	10
	3. Possible	3	6	9	12	15
	4. Likely	4	8	12	16	20
	5. Probable	5	10	15	20	25

Rating Bandings		
Low risk (1-6)	Medium Risk (8-12)	High Risk (15-25)
Continue, but review periodically to ensure controls remain effective	Continue, but implement additional reasonably practicable controls where possible and monitor regularly	STOP THE ACTIVITY- Identify new controls. Activity must not proceed until risks are reduced to a low or medium level