

The Piggott School: Wargrave Site Lateral Flow Testing Risk Assessment

Risk Assessment of:	Wargrave site – Lateral Flow Testing
Risk Assessor	Rebecca Alexander

Activity	Aim	Risk Level	Persons at Risk	Control Measures	Risk with controls in place
Contact between subjects increasing the risk of transmission of COVID-19	To reduce the transmission of the virus leading to ill health or potential death	High	All users	No subjects to attend site if displaying COVID symptoms Prompt Track and trace to be completed in response to positive cases Self-isolating in line with PHE guidance. Good ventilation throughout the test centre Social distancing – where possible, adhere to two metre distance when on site Face coverings – to be used in all communal areas Catch it, Kill it, Bin it – adhere to safety measure Hands, Face, Space – adhere to safety measure Staggered social time across the site to minimise contact Hand Hygiene – regular hand washing PPE – use of PPE to protect individuals, minimise contamination and clean Cleaning – regular cleaning of all areas and deep cleaning once per day All members of school community to belong to ‘bubbles’ No additional visitors allowed on site – only for medical or safety purposes	Low
Contact between subjects and staff in the test centre – increasing risk of transmission. Welcome, Registration and Quality Lead	To actively minimise interaction between subjects and testing centre staff. To minimise the risk of contamination and infection To reduce the transmission of the virus leading to ill health or potential death	Medium	All users	All staff to wear appropriate PPE for safety All subjects to wear face covering, use hand sanitiser and follow instructions All signage to be clearly displayed showing safety measures. Subjects to be given scheduled appointment time to ensure staggered arrival. Flow of subjects waiting for test to be managed and socially distanced. Regular and thorough cleaning of registration space to reduce contamination Subjects must be symptom free in order to attend the registration desk.	Low
Contact between subjects and staff in the test centre – increasing risk of transmission.	To actively minimise interaction between subjects and testing centre staff. To minimise the risk of contamination and infection	Medium	All users	All staff to wear appropriate PPE for safety All subjects to wear face covering, use hand sanitiser and follow instructions Use of bay and safety screen between the subject and the testing assistant. All signage to be clearly displayed showing safety measures and instructions Subjects to wait outside of the bay until the bay is sterile and ready for test. Subject to enter bay when instructed to by Testing Assistant. Regular and thorough cleaning of swabbing space to reduce contamination	Low

Testing Assistant – Swab taking	To reduce the transmission of the virus leading to ill health or potential death			Regular use of hand sanitiser by subject to prevent transmission Subjects to self-administer the LFT – to reduce close contact between tester and subject. Subject to place own swab into test tube to reduce contact with Testing Assistant. Safe and appropriate disposal of materials	
Contact between subjects and staff in the test centre – increasing risk of transmission. Processor – Sample processing and analysis	To actively minimise interaction between subjects and testing centre staff. To minimise the risk of contamination and infection To reduce the transmission of the virus leading to ill health or potential death	Medium	All users	All staff to wear appropriate PPE for safety All signage to be clearly displayed showing safety measures and instructions No contact with subject taking the test No contact with the swab – only controlled use of the sample Processing desk is distanced from the testing area – minimal contact Flow and pace of testing to be appropriate to ensure robust testing process Regular and thorough cleaning of processing space to reduce contamination Regular use of hand sanitiser by processor to prevent transmission Use of equipment such as trays to minimise handling of testing devices and equipment Safe and appropriate disposal of materials	Low
Contact between subjects and staff in the test centre – increasing risk of transmission. Results Recorder	To actively minimise interaction between subjects and testing centre staff. To minimise the risk of contamination and infection To reduce the transmission of the virus leading to ill health or potential death	Medium	All users	All staff to wear appropriate PPE for safety All signage to be clearly displayed showing safety measures. No contact with subjects Electronic recording of results and E-comms to share results with subjects Regular and thorough cleaning of recording space to reduce contamination Results recording desk to be appropriately distanced from all other testing areas Safe and appropriate disposal of materials	Low
Malfunction or mismanagement of equipment	To minimise the risk of contamination and infection To reduce the transmission of the virus To ensure accuracy and efficiency in processing of tests and results	Medium	All users	All testing staff to be fully trained in accordance to the NHS Test and Trace programme – certificated. All staff to have allocated roles in any single session – clear as to role and accountability. Quality Lead to quality assure practice throughout the session. All equipment to be prepared for each session in each bay. All equipment to be checked for damage or tamper Management of any liquid or substance that may cause risk. All use by dates to be checked before allocated to a bay for testing. Stock take and preparation to be completed before each session before testing. Pace of testing to be appropriate to ensure all staff are able to complete role	Low

				safely, efficiently and accurately. Attention to detail is key at all steps of the testing process. Barcodes are allocated to equipment to ensure accuracy in testing and processing PPE is available and functioning for each session – signage to be a safety measure	
Training and competency	To minimise the risk of contamination and infection To reduce the transmission of the virus To ensure accuracy and efficiency in processing of tests and results	Medium	All users	All staff to be trained via the NHS training platform. All modules completed and certificated. On site training session completed for all of the testing team. Morning briefing completed for the team before each testing session – lead by Quality Lead. All roles and responsibilities to be confirmed and agreed. Signage and aid memoires displayed in the testing bays to support staff. Access to further training as appropriate. Timely reviews completed by QL and COVID Supervisor to modify practice and improve experience/outcomes as testing progresses	Low
Cleaning, hygiene and waste disposal	To minimise the risk of contamination and infection To reduce the transmission of the virus	High	All users	All cleaning and hygiene measures to be adhere to. Regular and thorough cleaning of all sections of the testing centre throughout a testing session by testing staff. All waste disposal to be completed in accordance to training. Deep clean of whole centre to be completed at the end of the testing day. Equipment to be store safely and securely to reduce spillage and risk Disposal of PPE in accordance to training	Low
Movement around the test centre	To minimise the risk of contamination and infection To reduce the transmission of the virus	Medium	All users	All traffic to be managed in the test centre. Numbers will be restricted, subjects will be distanced and signage will instruct subjects how to access the space. Subjects to wait outside of the test centre at their scheduled appointment time Subjects to wear a face covering at all times in the test centre Subjects to be invited to enter and attend the registration desk. Registration Assistant to direct the subject to a bay Test to be completed in allocated bay. PPE used in the testing bay according to safety measures Once the test is complete, subjects to leave test centre, following arrows to the exit. Subjects to wash hands in nearest facility.	Low

This Risk Assessment has been completed by –

Name: Rebecca Alexander

Job Title: Deputy Headteacher

Date: 6.1.2021

Please read and sign this risk assessment:

Signed:

Date: