

Senior School – Lateral Flow Device Testing V4

Date: 27 th January 2021	Risk Assessment – Lateral Flow Device Testing (Secondary Students and School Staff)					Review w/c 1 st February 2021	
Hazard	People at Risk	Control Measures in Place	Likelihood of Occurrence	Risk Rating	Additional Control Measures Required	Date Completed	Revised Risk Rating
Contact between subjects increasing the risk of transmission of COVID19	Test Subjects	<ul style="list-style-type: none"> • Pupils, staff and other adults will not attend school if they, or anyone in their household, have Covid-19 symptoms (high temperature above 37.8 degrees Celsius, a new continuous cough or a loss of, or change in, normal sense of taste or smell) or have tested positive in the last 10 days – see Generic Risk Assessment for Senior School • Face coverings/masks to be worn by those being tested at all times (unless exempt) whilst in the testing venue except when blowing the nose/swabbing • Those being tested will blow their nose and sanitise hands on arrival and will sanitise again after swabbing – Test Assistant will reinforce this (signage in place as a further reminder) • Two metre social distancing to be maintained between those being tested with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary • A one-way flow of subjects through the building is in place and will be maintained at all times • Testing has been timetabled to avoid overcrowding of the testing venue and immediate vicinity and is based on existing fixed cohorts 	Low	Low			

		<ul style="list-style-type: none"> No entry to the testing venue for staff/students not directly involved in administering/taking the tests The Fire Door will remain open to provide ventilation and only the minimum amount of furniture will remain in the venue Regular cleaning of the testing venue will take place by the cleaner (present throughout) in accordance with Training Guidance 					
Contact between subjects and staff engaged in the testing process increasing the risk of transmission of COVID19	Staff and Test Subject	<ul style="list-style-type: none"> All staff engaged in the testing process have completed the NHS Test and Trace Training Modules associated with their role(s) (modules covered are LFD Process, LFD Results Recording/PPE and Infection Control/Guiding the subject through swabbing/Train the Trainer and Meet and Greet) and have achieved a “pass” evidenced through certification Procedures will be monitored in accordance with the QA checklist provided Staff involved in supporting the process will undergo twice weekly Lateral Flow Testing PPE will be put on/worn/removed correctly in accordance with the Training Guidance Two metre social distancing to be maintained between those being tested and testing staff with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary A one-way flow of subjects through the building is in place and will be maintained at all times Testing has been timetabled to avoid overcrowding of the testing venue and immediate vicinity 	Low	Low			

		<ul style="list-style-type: none"> No entry to the testing venue for staff/students not directly involved in administering/taking the tests The Fire Door will remain open to provide ventilation and only the minimum amount of furniture will remain in the venue Regular cleaning of the testing venue will take place by the cleaner (present throughout) in accordance with Training Guidance Health waste is disposed of in accordance with guidelines 					
Difficulty carrying out the swab or contamination of swabs	Staff and Test Subject	<ul style="list-style-type: none"> Only sealed swabs are issued – damaged swabs/test packaging is treated as health waste Verbal explanation is provided on how to use the swab Freestanding mirrors are provided in the testing area Disposable vomit bowls are available if required – in this situation spillage guidelines are followed Test areas are thoroughly cleaned between test subjects following training guidance 	Low	Low			
Incorrect result communication - wrong samples or miscoding of results	Test Subject	<ul style="list-style-type: none"> Two identical barcodes are provided to subject at check in The test subject registers their details to a unique ID barcode/the Registration Assistant records this information before the test is conducted Barcodes are attached by trained staff at the sample collection bay LFD is processed in accordance with training provided – samples are processed one at a time and tube racks are used to avoid spillage Extraction fluid bottles are cleaned in accordance with training guidelines between 	Low	Low			

		<p>samples and gloves are changed between each test by the test processor</p> <ul style="list-style-type: none"> • The correct amount of extraction solution is used for each sample • 30 minutes is allowed to register the results for each sample • Permanent black pen is used to record results • In the event of an emergency, all samples not processed will be abandoned and the results recorded as Void – retests will be arranged 					
Damaged barcode or lost LFD resulting in no result communicated to individual	Test Subject	<ul style="list-style-type: none"> • Subject is called for a retest 	Low	Low			
Extraction solution which comes with the lab test kit contains the following components: NA ₂ HPO ₄ (disodium hydrogen phosphate), NaH ₂ PO ₄ (sodium phosphate monobasic), NaCl	Staff and Test Subject	<ul style="list-style-type: none"> • Correct PPE including nitrile gloves, surgical mask, disposable plastic apron and eye protection (provided as part of the allocation) to be used at all times when handling the extraction solution. • The product will not be allowed to enter drains • In the event of spillage the surfaces which the solution has been spilt on will be wiped and cleaning material disposed of in line with Training Guidance • The solution will not be used if it has passed the expiry date 	Low	Low			

<p><i>(Sodium Chloride) - these components do not have any hazard labels associated with them, and the manufacturer states that there are no hazards anticipated under conditions of use as described in other product literature. This is the case for exposure to: eye, skin, inhalation, ingestion, chronic toxicity, reproductive and developmental toxicity, carcinogenicity, and medical conditions aggravated by exposure.</i></p>							
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Testing staff feel unwell whilst on duty	Staff and test subjects	<ul style="list-style-type: none"> • Staff will isolate and remove themselves from the testing venue immediately if they feel unwell • Any PPE worn by these staff will be treated as health waste • Work area will be thoroughly cleaned before re use 	Low	Low			
Failure to manage those who test positive for Covid-19	Staff, test subjects and wider staff/pupil body	<ul style="list-style-type: none"> • Individual with a positive test will be discreetly informed • Students will be moved to a well ventilated isolation area – the Conference Room will be used as it can be accessed externally – and parental collection will be arranged • Parents will be advised to follow safe travel guidance • Staff will be advised to leave the site and advised to follow safe travel guidance • If the individual needs to use the toilet, use will be made of Liley House • Isolation area will be cleaned in line with whole school Covid RA • National guidance on self-isolation will be followed – it is no longer required to confirm a positive LFD outcome with a PCR test • Guidance will be taken for close contacts as per whole school Covid RA 	Low	Moderate			
Staff, parents and pupils unclear about the testing process and purpose	Staff, Parents and Pupils	<ul style="list-style-type: none"> • Parents/staff have been notified via letter utilising the NHS Test and Trace templates provided about the purpose of the process • Test instruction posters are readily available in the Testing Venue and have been provided to parents 	Low	Low			

		<ul style="list-style-type: none"> Positive LFD Test results will be communicated – anyone testing positive will be immediately sent home to self-isolate for 10 days in line with Government guidelines In the event of a positive LFD Test parents will be notified if their child is a close contact and advised that their child needs to remain at home for 10 days in line with Government guidelines 					
Data Breach or consent issues	Staff, Parents and Pupils	<ul style="list-style-type: none"> Parents/staff/pupils over 16 have given consent electronically having read the NHS Consent Form template All those who have given consent have received a Covid-19 Testing Privacy Statement and, in the case of parents, the Data Protection FAQs using the DfE exemplar 	Low to Moderate	Low to Moderate			

I have read and understood the risk assessment

HEADMASTER'S SIGNATURE _____ DATE _____

TEAM LEADER/QUALITY LEAD/QUALITY LEAD SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____

OTHERS _____