


The Newbridge School – COVID-19 Asymptomatic Testing in Secondary Schools - Jan 2021

Activity being assessed:	Mass testing of asymptomatic students and teachers	Location(s) affected:	Dance studio	
Person(s) completing assessment:	Donna Thornton	Date original assessment completed:	08/01/2021	
Date of review:		Review completed by:		

This risk assessment has been developed on best available scientific guidance and industry best practice, information and should be read in conjunction with the government guidance document; <https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-in-schools-and-colleges/coronavirus-covid-19-asymptomatic-testing-in-schools-and-colleges>

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/950515/Schools_Colleges_Testing_Handbook_revised_04012021.pdf

It should also be made site specific and communicated to all employees involved in this activity, so they can read and understand the control measures detailed within it.

This document should also be read in conjunction with the full school opening risk assessment.

Requirements for Testing:	
<p>Roles</p> <ul style="list-style-type: none"> • Team Leader - Donna Thornton • Test Assistant - Donna Thornton/Sally Williams/ Tina Berry • Processor - Sally Williams, Tina Berry • COVID-19 Coordinator - Donna Thornton • Registration Assistant -, Maria Scott , Tracy Hextall, • Results Recorder - , Maria Scott , Tracy Hextall, • Cleaner - coordinated by Tina Smith 	<p>PPE</p> <ul style="list-style-type: none"> • Disposable gloves (BS EN 455 and BS EN 556-1:2001) • Plastic disposable aprons • Eye protection (goggles or visor) • Fluid-resistant (Type 11R) surgical mask (BS EN 14683)

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Arrival and departure of students and staff being tested.	Students, staff, may become infected with COVID-19 via airborne droplets.	<ul style="list-style-type: none"> ● Written consent from a parent/carer is required for students before testing is undertaken. ● Staff and students completing the testing are advised not to attend if they have or are displaying symptoms of COVID-19; including a fever, and/or new persistent cough, and/or a loss or change to your sense of smell or taste, if they have returned within 10 days from a part of the world affected by the virus, have been in close contact with someone who is displaying symptoms or have been advised to self-isolate by test and trace. ● Social distancing to be followed at all times. ● Face coverings to be worn by students and staff in communal areas. To only be removed when testing is carried out. ● Staff overseeing/meeting and greeting to wear gloves, aprons and a face covering. ● Ensure that queues are managed appropriately using cones, signage, and markers. ● Hand sanitiser to be provided on arrival and staff in reception must enforce this is being used. ● Enhanced cleaning of high touch points to be undertaken and detailed within the cleaning rota. paper towels and sanitiser on desks for cleaning after each test is processed. Floor/tables cleaned at the end of each session with cleaning equipment for use only in this area 	<p>Monitor and review- DTh</p> <p>Consent collated by DHB registration assistants check for consent before testing</p> <p>room set up by SWi/DTh</p> <p>floor markings - TSm</p>	<p>11/01/2021</p> <p>11/01/2021</p> <p>11/01/2021</p>	

		<ul style="list-style-type: none"> ● One-way system in place to avoid the increase in transmission. ● Staff members to supervise and monitor the flow of persons. ● Any persons unsupervised with children must have a DBS check. ● The mixing of volunteers should be minimised across groups social distancing must be adhered to - no volunteers at present 			
Transmission of COVID-19 through inadequate infection control procedures when conducting the testing.	Students, staff, may become infected with COVID-19 via airborne droplets. This may occur due to inadequate training.	<ul style="list-style-type: none"> ● All staff have received specific training to conduct the testing. 7 online training modules to be completed and certificates saved. Run through to take place w/c 11th Jan prior to any testing ● All PPE should be replaced between test sessions. E.g., at the end of the morning session before lunch. ● Hands will be washed for at least 20 seconds before disposable gloves are put on. ● All PPE to be checked for contamination before use and in between testing. Contaminated PPE to be double bagged and stored in a secure area for 72 hours before being placed into external bins. Hands to be washed when gloves are changed. ● Individuals completing sampling processing roles must don and doff disposable gloves correctly before handling the next sample. ● All equipment used will be sanitised in line with Government guidelines. DTH/SWI ● If social distancing cannot be achieved, face covering, apron and disposable gloves should be worn. 	<p>To include who has completed the training and when.</p> <p>NHS test and trace online training modules</p> <p>DTh, EHo, JMu, KAI, KFa, KTh, SWi, TBe, VUd have all sent certificates to DTh before 14/01/2021 and before taking part in testing</p>	training certificate s saved on google drive in SLT folder - DTh	11/01/2021

		<ul style="list-style-type: none"> ● Eye protection (goggles or visor) to be worn and cleaned as per manufacturer's instructions e.g., Clinell wipe. ● After the testing session has been completed, the room including all furniture and equipment will be cleaned/disinfected using a solution containing 1000ppm available chlorine. All cleaning undertaken will be recorded including by whom and where completed. Cleaning regimes will be monitored by SLT. To include how often and cleaning schedule on display. - daily ● Spillages to be wiped up immediately and all cleaning materials to be disposed of in line with the disposal of contaminated waste - SWI/DTH ● Contaminated waste to be double bagged and clearly labelled. Waste to be stored for at least 72 hours in (unused locked girls toilets), after which it can be disposed of as general waste. 	<p>Display correct procedures for donning and doffing PPE - online training modules have been completed and certificates are saved in SLT folder</p>	<p>TSm/DTh</p> <p>SWi/DTh/ TSm</p>	
<p>Transmission of COVID-19 through inadequate room construction and</p>	<p>Students, staff, may become infected with COVID-19 via airborne droplets</p>	<ul style="list-style-type: none"> ● The testing room must be well-lit and have a good airflow with no recirculation air. ● Windows to be opened for ventilation. ● Equipment including furniture must be easily cleanable and non-porous. 	<p>Monitor and review DTH</p>	<p>checked on 11/01 by DTh/SWi</p>	

<p>facilities including ventilation.</p>		<ul style="list-style-type: none"> ● All furniture that is porous to be removed from the room. If they cannot be removed, they must be covered over with a wipeable covering. ● The ambient temperature should be between 15-30°C. ● The flooring must be non-porous allowing for adequate cleaning to be undertaken. ● There must be a clear division of swabbing and processing area. Those individuals being tested must not enter the processing area. ● Tissues, hand sanitiser, wipes, bowls, and bins to be available within the room. ● Access to hand washing facilities must be made available. ● A secure storage area for testing kits and PPE according to instructions must be available (between approx. 2°C and 30°C). 	<p>screens separate each area</p> <p>stocks will be replenished as needed - checked weekly by DTh</p> <p>DTh has key to locked cupboard</p>		
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<p>Transmission of COVID-19 through inadequate testing procedures.</p>	<p>Students, staff, may become infected with COVID-19 via airborne droplets.</p>	<p><u>Students completing the test themselves</u></p> <ul style="list-style-type: none"> ● Students will be socially distanced in an allocated area before testing is undertaken. Students will be supervised within this area. ● Students are required to follow instructions provided to them on display. Students should be verbally informed. ● Students face coverings to be removed when testing is undertaken. ● Tissues, hand sanitiser, wipes, lidded bin, and disposable kidney dishes/container to be available. If used, student must immediately place their own waste into clinical waste bag which is then sealed. ● All waste to be placed in clinical waste bags after each test is completed, as per school procedure. ● Other students will be asked to step back whilst staff collect tests. ● If assistance is required, a trained person will facilitate in the testing process. ● Equipment that is shared should be sanitised before and after use. ● Good hand hygiene must be followed at all times. Wash hands for at least 20 seconds. 	<p>Monitor and review DTh/KFa</p>	<p>Observation to take place w/c 25/01/2021 to monitor procedures - DTh</p>	
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<p>Transmission of COVID-19 during process and analysis of test.</p>	<p>Students, staff, may become infected with COVID-19 via airborne droplets.</p>	<p><u>Students that are assisted with the test</u></p> <ul style="list-style-type: none"> All staff have received specific training to conduct the testing. Online training modules and run through of process <p><u>After all tests are completed</u></p> <ul style="list-style-type: none"> Students can leave the testing site and return to class/isolation area to await their result. 	<p>Monitor and review include by whom</p>	<p>DTh has training certificate s, run through took place on 12/01/2021</p>	
<p>Transmission of COVID-19 when a positive case is identified.</p>	<p>Students, staff, may become infected with COVID-19 via airborne droplets.</p>	<ul style="list-style-type: none"> Any student with a positive result will be informed immediately and in private, where possible. They will be moved to an isolated area- see full school opening risk assessment. They will be collected by a parent or carer and taken home. They must then undertake a PCR test and self- isolate. See guidance on self-isolation. https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection Students with a positive result must not travel on public transport. Those identified as a close contact of someone who has tested positive will be provided with daily testing for seven days. If they test negative on a daily basis, they can continue to attend school without having to self-isolate. 	<p>Monitor and review by KFa/DTh</p>	<p>review by DTh by 01/02/2021</p>	

<p>Control of Substances Hazardous to Health (COSHH)</p> <p>Including cleaning substances and components within the lab testing kits.</p> <p>NA₂HPO₄ (disodium hydrogen phosphate), NaH₂PO₄ (sodium phosphate monobasic), NaCl (Sodium Chloride)</p>	<p>Students, staff, may become injured through the exposure of substances through inhalation, injection, ingestion etc. which may cause irritation and medical assistance.</p>	<ul style="list-style-type: none"> ● See schools COSHH risk assessments and data sheets for all cleaning products and lab testing kits. ● Staff are trained in the use of substances used. ● Do not use solution if it has expired. ● Lab test kits: These components do not have any hazard labels associated with them. ● Follow procedures on the SDS form provided by Innova to mitigate against inhalation, skin contact or ingestion of these chemicals. 	<p>TSm - refer to cleaner's risk assessments/display cleaning rota</p> <p>cleaning rota is on the wall in the test centre - will be monitored by DTh</p>		
Signature of Senior Leadership Team: k.farragher			Date: 13/1/21		
Date review required: 01/02/2021	Date review required:	Date review required:	Date review required:		

<i>Consultation method (mtgs, email, telephone)</i>	<i>Who has risk assessment been consulted with: Trust/HT/SLT/Teaching staff/Support staff/Premises and cleaning teams/Catering staff/ Trade Unions/H&S Advisor/Parents-Carers</i>	<i>Dates of consultation process:</i>	<i>Issues identified and any action required:</i>	<i>Action to be completed by:</i>	<i>Action completed date:</i>

Kayleigh Brown	YMDBoons	13/1/21	Some suggested – updates made	14/1/21	
Maxine Adams	Trust H&S Lead	13/1/21			
Katrina Farragher	HoS TNBS	11/1/21	Last 3 columns to be completed	14/1/21	
N Fox	HoS TNBS	12/01/21		14/1/21	

<i>Communication/training of risk assessment and controls following consultation – strongly recommend this is face to face or over virtual meeting Person communicating – recommend HT/SLT or Line Manager</i>	<i>Communicated to: Trust/HT/SLT/Teaching staff/Support staff/Premises and cleaning teams/Catering staff/ Trade Unions/H&S Advisor/Parents-Carers</i>	<i>Date communicated:</i>

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