

## COVID-19 Lateral flow testing risk assessment in school

<b>Description:</b>	Covid-19 Lateral flow testing risk assessment	<b>Assessment reviewed by manager name:</b> *This risk assessment must be reviewed by all manager's as priority, due to COVID-19 hazards identified.
<b>Name of team/service or individual:</b>	Charlotte Afzal/ Richard George.	<b>Longdon Park School</b>
<b>Date of managers assessment:</b>	12.01.2021	<b>Reviewed: 16.09.21 (reviewed 14.01.22)</b>

This is a draft copy of a generic Risk Assessment for Covid-19 Lateral Flow Testing in schools during the current Covid-19 pandemic. It is unlikely to cover all scenarios and each school and childcare settings should consider their own unique circumstances. More detailed and specific assessments, can be found on [EGfL](#)

From the beginning of January, schools and colleges starting with secondary schools and FE colleges, including special schools and alternative provision will be provided with testing kit including PPE. They will be provided with comprehensive guidance and training materials and support to introduce a testing programme that works for staff and students/pupils.

For every group, testing is voluntary, but those who are eligible for tests are strongly encouraged to participate to reduce the risk of transmission within schools and colleges. In line with routine infection control practice, close contacts who decide not to be tested daily will need to self-isolate in line with the [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection.](#)

Task / Activity	Hazard	Who might be harmed and how?	Are your team carrying out this Task/Activity (COVID-19 only)	Existing control measures	Recommended control measures
<b>Initial Preparations</b>	<b>COVID-19 Virus Biological Hazard</b>	All persons involved in named activity.  Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death	<b>Yes</b>	Managers to write what is being done now and then refer to Recommended controls: <ul style="list-style-type: none"> <li>School Premises Covid-19 Risk Assessment formulated and actioned alongside the schools planning framework</li> <li>All schools and childcare settings to follow Government and Local Authority guidance which can be found on <a href="#">EGfL</a></li> <li>Anyone showing symptoms of, coronavirus (COVID-19) (a new continuous cough, a high temperature, or a loss of, or change in, their normal sense of taste or smell - anosmia), or have someone in their household who is, not allowed in a school or childcare setting. <span style="color: red;">Anyone showing symptoms of Covid-19 should completed a PCR test. Students and staff may continue to attend school if they complete a daily LFD test. Should results return positive, isolation for an initial 10-day period should begin.</span> <span style="color: green;">Individuals are strongly advised to take a PCR test Not LFD if they have any of the main symptoms. If an individual has symptoms and have completed an LFD with a positive result, they do not need to take up a follow-up PCR.</span></li> </ul>	Manager's to move Recommended Controls into Existing Controls once they are implemented: <ul style="list-style-type: none"> <li>Communicate the testing approach to all testing staff, staff team and students to reduce anxiety.</li> <li>Read the NHS and DFE guidance and ensure all relevant staff take the NHS online training and onsite run through on the first day of testing</li> <li>Determine storage space for testing kits</li> <li>Plan out school testing area and workflow</li> <li>Ensure school has enough of the appropriate PPE for staff and ensure supplies are reordered in a timely manner to ensure smooth running of test site.</li> </ul>

				<ul style="list-style-type: none"> <li>Staff and families with COVID-19 symptoms to follow <a href="#">government guidance</a> and self-isolate at home</li> </ul>	
Preparation of Testing Area	<b>COVID-19 Virus Biological Hazard</b>	<p>All persons involved in named activity.</p> <p>Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death.</p>	Yes	<ul style="list-style-type: none"> <li>Testing Site Identified.</li> <li>Prepare consent forms to gain formal consent for testing and sharing results</li> <li>Schedule staff and pupil testing</li> <li>Cleaning the testing area between tests and following PPE contamination protocols</li> <li>Lateral flow testing to commence at home from Autumn Term 1.</li> </ul>	<ul style="list-style-type: none"> <li>Test site flooring must be <b>non-porous</b></li> <li>Test site must be <b>well lit</b> and have <b>good airflow</b></li> <li><b>Registration desk</b> at the first point where test subject would enter the Test site</li> <li><b>One-way direction of travel</b> for test subjects. If not possible, enough room should be provided for test subjects to exit room whilst maintaining social distance</li> <li>Test subject chair in the swabbing bay should be <b>minimum of 2m apart</b></li> <li>Each <b>swabbing desk must have a processing desk</b> close by –no more than 1m away. <b>Recording desk</b> to be located close by.</li> <li>Test subjects <b>must not enter area processing area</b>. This should be demarcated.</li> <li><b>Clear division between swabbing and processing area</b>. This should be demarcated. Test subjects must not enter the processing area</li> <li>Follow other key considerations include social distancing, disability access, and fire safety regulations</li> <li>Follow the NHS Covid-19 National Testing Programme- Schools and Colleges Handbook</li> <li><b>Should staff or students miss a test or feel they are developing symptoms of Covid-19, a test may be completed in school in the Medical First Aid room by a trained member of staff. This room must remain locked at all times.</b></li> </ul>
Training	<b>COVID-19 Virus Biological Hazard</b>	<p>All persons involved in named activity.</p> <p>Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death.</p>	Yes	<ul style="list-style-type: none"> <li>Testing staff identified and trained</li> </ul>	<ul style="list-style-type: none"> <li>It is essential that all staff who will conduct LFD testing complete the online NHS Test and Trace training</li> <li>Each school needs to ensure that testing staff have access to the training portal. Once access is granted, all staff members are required to watch the training videos and complete the online assessment. An onsite run through to be carried out on the first day of testing</li> </ul>

Testing	<b>COVID-19 Virus Biological Hazard</b>	All persons involved in named activity.  Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death.		<ul style="list-style-type: none"> <li>Testing staff identified and trained, and appropriate PPE provided</li> </ul>	<ul style="list-style-type: none"> <li>Have an agreed upon procedures set for invalid LFD tests and any staff or pupils who cannot or refuse to test</li> <li>Keeping any devices used for registration kept clean between each use and following contamination IPC measures carefully</li> </ul>
Test Analyse	<b>COVID-19 Virus Biological Hazard</b>	All persons involved in named activity.  Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death.		<ul style="list-style-type: none"> <li>A lateral flow test needs to be conducted at the start of each school day for <b>7 days</b> to remain in school</li> <li>Staff and pupils who do not wish to be tested daily or are unable to be tested for any reason, must self-isolate in accordance with <a href="#">national guidance</a> until 10 days after the person they are a contact of tested positive or if they have Covid-19 symptoms</li> </ul>	<p><b>Negative Lateral Flow Test Result</b></p> <ul style="list-style-type: none"> <li>Continue with your normal activities until your next test is due.</li> </ul> <p><b>Positive Lateral Flow Test Result</b></p> <ul style="list-style-type: none"> <li>Follow the <a href="#">national guidance</a>, and take a confirmatory PCR test, self-isolate until the result of the PCR test is available.</li> </ul> <p><b>If the PCR test is positive</b></p> <ul style="list-style-type: none"> <li>Complete 10 days self-isolation. All other identified close contacts and household members of this positive case will now also follow the <a href="#">national guidance</a>. Complete 7 days isolation. So long as a negative LFD is completed on days 5 and 6 of isolation, the isolation period is able to end. However if either of the tests are positive the 10 day isolation period must resume.</li> </ul> <p><b>If the PCR test is negative</b></p> <ul style="list-style-type: none"> <li>Continue with your normal activities until your next test is due.</li> </ul>
PPE Requirements	<b>COVID-19 Virus Biological Hazard</b>	All persons involved in named activity.  Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death.		<p>All testing staff to wear appropriate PPE:</p> <ul style="list-style-type: none"> <li>disposable gloves</li> <li>disposable plastic apron</li> <li>surgical, fluid resistant face mask</li> </ul>	<ul style="list-style-type: none"> <li>PPE to be supplied to schools alongside the testing kits.</li> </ul>
Storage	<b>COVID-19 Virus Biological Hazard</b>	All persons involved in named activity.  Respiratory symptoms, fever, cough, breathing difficulties. Severe cases acute respiratory syndrome, even death.		<ul style="list-style-type: none"> <li>Secure Storage Facilities Identified</li> </ul>	<ul style="list-style-type: none"> <li>Kits can be stored at room temperature:</li> <li>Store extraction solution at 2-30o C</li> <li>Store the test cartridge at 2-30o C</li> </ul>

Follow [guidance on PPE](#) (GOV.UK). Additional guidance on [Disposal of PPE- see Gov guidance \(cleaning\)](#).

General training for staff- toolbox talks, etc

[Personal hygiene- hand washing etc before and afterwards](#)- See HSE guidance

Expiry dates of PPE and checking these <https://www.gov.uk/coronavirus/education-and-childcare>

There are also resources available for schools to talk to young people about COVID and mass testing at [www.storicise.com](http://www.storicise.com) with more planned to be ready for schools, parents and young people to access as the testing is rolled out.