

COVID-19 Risk Assessment: School Based Asymptomatic Testing

Introduction

This risk assessment relates the Asymptomatic Testing Program that was been announced by the Department for Education (DfE) for commencement in January 2021.

The school-based program will utilise the Lateral Flow Device (LFDs) rapid test. Based upon clinical evidence these tests, when used effectively, can help identify people who have high levels of virus but who do not have symptoms and would not otherwise be coming forward for a test. It is therefore hoped that the chain of possible infection can be reduced through this school-based program.

This testing program is only intended for potential asymptomatic students and staff. Symptomatic students and staff will be required to undertake standard offsite testing options.

The testing program contains the following elements:

- Asymptomatic Mass Testing - Return to onsite learning: During the week commencing 8th January secondary schools are asked to set up testing sites and prepare to test students 3 times with a gap of 3 to 5 days in between each test. The intention is that testing will then move to home testing for staff and students from the 15th of March. Schools that have made the required preparations, as identified within the DfE/NHS guidance documentation and this risk assessment, may commence testing during the week commencing 8th March.

Individuals will undergo three tests spaced 3 to 5 days apart. The aim is to identify asymptomatic students and staff to reduce the level of potential infection within schools at the point at which there is a return to onsite learning.

- Asymptomatic Weekly Routine Testing - Staff: After the initial mass testing all secondary school staff will take 2 tests per week at home using the home test kits provided by school. The aim is to identify asymptomatic staff to reduce the level of potential infection within schools.

The school will inform all staff and students of the result of their LFD test and expect that staff and students register their test on the gov.uk website for track and trace purposes. A small number of individuals may need to repeat the test if the first test was invalid or void for some reason.

Any student or member of staff who tests positive on the lateral flow test will need to leave school, self-isolate for 10 days and take a further Polymerase Chain Reaction (PCR) test only if they develop symptoms. The school will be able to provide these PCR test kits to perform at home,

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or a follow-up test may be booked via www.gov.uk/get-coronavirus-test or by calling 119. Individuals will be advised that if ordering a PCR test themselves, to visit a drive-through test site if possible, as it is faster than requesting a home test. During the time while they wait for the PCR result, they will need to self-isolate. If the PCR test is positive, they will need to self-isolate for ten days from the point of the positive PCR test. If the PCR test is negative, they may return to onsite learning within school.

The risks and required control measures have been identified at Trust Level using DfE and NHS guidance and its experience from participating in a pilot testing programme. Our testing system has also been advised to our Public Liability Insurer. Schools are required to:

- Identify any additional school-specific controls that may be required for operation; and
- Confirm all identified required control measures are in place.

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School Name:	Handsworth	Trust Risk Assessment check - Name:	A Anderson
Local Completion managed by - Name:	K Truelove	Trust Risk Assessment check conducted by - Job title:	Trust Business Manager
Local Completion managed by - Job Title:	Senior Science Technician	Date of check:	01/03/2021
Assessment Date:	Click or tap to enter a date.13/1/2021	Version Date:	2

Reviews – this assessment should be reviewed at intervals no greater than 12 months or when there are changes in operational procedure, personnel, the work environment or following an incident

Review date	Comments	Reviewed by	Signature	Review date	Comments	Reviewed by	Signature/Initials
19.1.21	For testing of KW Children and Staff on rota in school, period to 12.2.21	A France	<i>A France</i>				
27.2.21	For mass testing of students on return to school	K Truelove	<i>K Truelove</i>				
1/3/21	Updates on the return of students, mass testing and home testing	N Parker					

General Risks

Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Planning Time and Resources	The school is not able to plan and make the logistical arrangements required to facilitate the testing in the time provided	<ul style="list-style-type: none"> The school has been able to utilise time during lockdown to put the specified arrangements in place. A Senior Leader has been identified to lead and oversee the school-based testing program. The school has put in place a quality management system, in line with DfE/NHS requirements, and has a designated Quality Lead who has accountability for quality and risk management of the testing program. The Quality Lead has a clear escalation and decision mechanism process. The school has a quality management plan in place prior to the start of the testing that meets the requirements of DfE guidance and includes the following elements: <ul style="list-style-type: none"> Training Observation of the testing process Monitoring Risk Assessment Recording and Reporting The school has not been required to put in place testing ahead of student return to onsite learning. Testing is to start from week commencing 25th January (for onsite staff and students) and guidance, including template communication material and consent forms, have been provided by the Trust and DfE. Mass testing will commence once the correct logistical arrangements have been put in place to ensure a safe and effective testing facility and if deemed necessary by the Trust board/or if it is mandated by the DfE, from the 8th of March. Testing Staff have been provided with the DfE/NHS training modules and will be followed as required by applicable personnel – detailed further later. Guidance documentation has been provided by the Trust and the DfE / NHS and will be followed in the establishment of the testing program. Schools have been provided with full details of the testing kit that will be supplied within the NHS Test & Trace deliveries and the Kit that is required to be sourced locally. All required Kit has been secured. First starter packs of up to 1,000 test kits, along with PPE and PCR tests arrived at all secondary schools on 4th January – a member of staff has been identified to be on site to receive the delivery. 	Rare	Negligible	1	<input checked="" type="checkbox"/>
		<p>School-specific additional controls</p> <ul style="list-style-type: none"> PHASE 2 – Mass testing of students returning to school from the 8.3.21 4 Quality Leads assigned to ensure cover Full staff training recap scheduled for W/C 1.3.21 for preparation of mass testing. Crib sheet to be developed to support staff in each role <u>and positioned on the desk for ease of referral</u> Staff identified and rotas in place. 				

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Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Testing Location	The school does not have a suitable location within their estate to manage testing	<ul style="list-style-type: none"> The school has identified a secure location for the safe storage of new testing kits (with a temperature of between 2°C and 30°C) and for the separate storage of clinical waste prior to collection. The school has identified a testing location that meets the minimum space requirements. The room can accommodate testing bays and maintain social distancing requirements for all movements within the room, including the integration of a one-way system of movement for those attending testing (incorporating separate entrance and exits). Layout Options, as detailed within the NHS guidance document, will be used. The location identified for testing has been calculated to have sufficient capacity to facilitate the scheduled program (based upon NHS guidance of 11 tests per testing desk per hour). The school will facilitate a significant element of Mass Testing prior to all year groups returning (if deemed necessary by the Trust Board or mandated by the DfE) to onsite learning so enabling a suitable location to be identified that is not required for timetabled learning. The school will facilitate weekly routine testing for staff during non-timetabled core hours and close contact serial testing prior to the start of timetabled lessons, so enabling a suitable location to be identified that is not required for timetabled learning. 	Rare	Negligible	1	<input checked="" type="checkbox"/>
		<p>School-specific additional controls</p> <ul style="list-style-type: none"> School set up has 5 bays available for testing at this stage, however this could be increased to 6 if required following government and trust guidance (Staffing allowing, school will review staffing if increase is required) Segregation of roles is evident inset-up-of test site area. Including donning and doffing area with appropriate disposal facility. 				
Testing location	The testing location may increase virus transmission	<ul style="list-style-type: none"> The identified location will be able to meet cleaning requirements, i.e. non-porous floor and fully wipeable contact surfaces. The identified location has all required cleaning materials accessible, which have been secured to ensure sufficient supply. Any additional Supplies costs will be reclaimed from the additional DfE funding for testing. Cleaning of all surfaces, in line with COVID-19 protocols, will be undertaken between each test. The DfE/NHS online training modules that are required to be undertaken and have successful assessments by all testing staff, include the following applicable modules which are applicable to reduce virus transmission: <ul style="list-style-type: none"> Infection prevention and control measures Cleaning protocols Appropriate use of PPE Test kit storage How to deal with any contamination or other incidents Waste management All staff supporting the testing will be required to maintain social distance whilst students and staff self-administer the tests Full PPE will be worn by all staff who are supporting testing. The wearing and changing of PPE will be undertaken in line with NHS guidance and training provided. 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>

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			Probability	Severity	Risk	
		<ul style="list-style-type: none"> All waste generated within the testing location will be disposed of in line with NHS guidance, including the use of yellow and Tiger bags (provided within the testing kit) for the identification of healthcare waste. The schools waste collector has been contacted and confirmed their ability to collect the healthcare waste from the school site. Spillages – any spillages are cleaned up immediately and thoroughly by staff in appropriate PPE. Testing in the affected area is paused until it is safe to continue. Only Asymptomatic students and staff can be tested. Symptomatic students and staff will be referred to offsite testing options. All staff and student attending tests will be required to maintain social distance and wear face masks in line with existing requirements for communal areas. All staff and students will be required to use hand sanitiser on arrival at the testing location. All staff and students attending tests will use the identified one-way system as well as the distinct entrance and exit of the testing location. Existing Year Group Bubbles will have distinct testing times. Staff social distancing and conduct will not impact upon bubble contamination. Transfer of students from class to test location will be carefully supervised with socially distanced queuing. During Serial Testing for close contacts – Arrangements are in place for close contacts to attend a separate room each morning while waiting for test results, before joining their class (if negative). 				
		<p>School-specific additional controls</p> <ul style="list-style-type: none"> Main Hall been used which has a wooden floor Ongoing monitoring and review by the Quality Lead during active sessions Staff and students asked series of questions regarding symptoms, including if they have tested positive within the last 90 days. This is completed at the entry point. Individuals will not be allowed access in the event of answering 'Yes' to the questions. This is recorded. Bays used are cloth barriers that have been covered with a non-porous wipeable plastic sheet. This will be checked every day and between testing sessions to ensure it hasn't been compromised. One-way system in place with pre-test holding area. Waste has been declassified. 				
Staff Resources	The school is not able to identify suitably trained and sufficient staff to undertake the testing roles required	<ul style="list-style-type: none"> A Senior Leader has been identified to lead and oversee the school-based testing program to enable them to direct staff accordingly. Schools will facilitate a significant element of mass testing prior to all year groups returning to onsite learning (if deemed necessary by the Trust Board or mandated by the DfE), so enabling pastoral and support staff not required to support either onsite or remote learning to support the testing program. The required testing roles identified by the NHS to support the testing program will be allocated to staff. Staffing will be adequate to undertake the program safely. 	Rare	Moderate	3	<input type="checkbox"/>

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Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
		<ul style="list-style-type: none"> The small team required for the testing has been identified without the need to divert teaching staff from learning. The testing team is made up of volunteers recruited from non-teaching staff, agency staff or from the school community as a supporting 3rd party workforce. Testing roles will be allocated in line with DfE/NHS guidance to ensure identified responsibilities are with school staff only. Recruitment of staff will be supported by the central team. Where existing staff agree to undertake a testing role checks are made to ensure this is in line with agreed terms and conditions of employment. Screening/risk profiling of staff and volunteers on the testing team is undertaken to ensure suitability for the role (e.g., age, underlying health conditions, vulnerable family members). Staffing levels are sufficient to allow breaks for staff to reduce risk of errors due to fatigue. All testing staff will either be DBS checked, through their school roles or work under direct supervision. Students will be supervised at all times by DBS cleared staff. Additional remote logistical support is provided, as appropriate, by the Trust, Local Authority, NHS, DfE and Army. The school will contact the RSC regional delivery directorate, in consultation with the Trust, if additional support is required from the allocated 1,500 military personnel identified for in-person support. Additional resources of £15 per student have been identified by the DfE and will be accessed as required in line with the published DfE criteria. The rapid testing type used requires low technical skills but is supported with training modules and guidance documentation from the DfE/NHS. Prior to starting testing, all staff with roles will be specifically trained for the role they will execute using DfE/NHS resources via the online training and assessment platform, that has been provided in line with stated requirements. Only staff who have passed the assessments will be permitted to commence testing. A record of testing staff and their passing of the required modules will be kept by the school. After the completion of training testing staff are allowed time to practice onsite using the testing devices provided. The DfE Competency Assessment has been completed for all staff roles to ensure their effective operation of the criteria within their role. Any areas of concern have been addressed with a review date set. The Assessments are filed and securely stored. 				
		<p>School-specific additional controls</p> <ul style="list-style-type: none"> All staff identified are exiting school employees, therefore already DBS checked. Key staff have been designated the role of Quality Lead. Senior leaders are identified to lead the process Testing team consist of support staff, mitigating against the impact on teaching and learning Competency assessments to be carried out during training and dry run and on the day of testing starting Team briefing and walk through to be carried out prior to each session commencing Every day a first aider will be available on site 				

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Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Legal Considerations	The school has no legal right to undertake onsite testing and may be liable to legal challenge	<ul style="list-style-type: none"> All student, parent and staff communication has clearly communicated the legal position of the testing programme. The sharing of health data under the testing program is being facilitated within Safeguarding powers under Section 175 of the Education Act 2002. This is referred to within the Trust Privacy Notice and DFE Testing Program Privacy Notice that has been made available to students, parents, and Staff. A copy of this is available for viewing at the testing location reception. The testing program is recommended and supported, but not mandated. Students and staff will not be required to participate in the Mass Testing program. Staff will not be required to participate in the Weekly Routine Testing program. Students and staff will not be required to participate in the Close Contact Serial Testing program but may instead be required to self-isolate and not attend onsite teaching for 10 days after identification as a close contact. Testing will not be undertaken on students or staff without their consent. All students aged 16 years and under who are tested will also be required to have parental or legal guardian consent. Tests will be self-administered, under adult supervision, to a participant's own throat and nose. Specific arrangements have been put in place for children with SEND to mitigate risk of harm through parental or legal guardian consent for adult assistance. Positive test results will be communicated individually in a location that provides privacy to students and staff. Positive test results will also be communicated to the parents or legal guardians of those aged 16 or under. Guidance on safe travel and additional precautions (regarding self-isolation, further testing, and family access to benefits) will be provided to those testing positive. During the testing process anonymity will be provided through digital registration and the use of barcodes against samples. Positive tests will be matched against the digital record and known only to the COVID-19 Coordinator, Registration Assistant and Results Recorder. These roles are all required to be School staff and not 3rd party workforce. The use of barcodes and the following of guidance regarding their correct use will prevent the miscoding of samples and results. All electronic and paper record Personal Data associated with testing will be destroyed after 14 days, in line with Trust Data Protection policy requirements. 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>
		<p>School-specific additional controls</p> <ul style="list-style-type: none"> Communications are led by a senior leader in school and a team of staff ensuring the information gets to parents and students and staff. Website, Social Media, texts, student and staff emails and Parent App. 				

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Specific Risks – related to the Testing Process

Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Contact between subjects increasing the risk of transmission of COVID19	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> Asymptomatic: All subjects are to be advised in advance not to attend if they have any symptoms of COVID 19, or live with someone who is showing symptoms of COVID 19 (including a fever and/or new persistent cough) or if they have returned within 14 days from a part of the world affected by the virus or have been in close contact with someone who is displaying symptoms. Face masks: Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building. Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief lowering at time of swabbing. Requirement to wear face covering/mask to be reminded to all subjects in advance at time of test booking. Compliance with wearing of face covering/mask of all subjects to be visually checked on arrival by reception / security staff. Compliance with wearing of face covering/mask of all subjects to be visually checked through building by queue managers and all other staff. Hand hygiene: All subjects to use hand sanitiser provided on arrival & adherence to this enforced by reception staff. Social distancing: Two metre social distancing to be maintained between subjects with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary from reception, queue management & sampling staff. A one-way flow of subjects through the building is to be initiated and maintained at all times. Compliance with this is to be ensured by queue management staff. Cleaning: Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance. Limited clutter-chairs only on request; no physical handing of documents to subjects except barcodes and PCR test kits for first 200 subjects 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>
Contact between subjects and staff increasing the risk of transmission of COVID19 : <u>Welcome & registration</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <u>Adequate division between the registration officer and the subject</u> <u>Registration officer questions ensure that individuals do not access the test site area in the event of answering 'Yes'</u> Registration officer will be wearing face masks and relevant PPE at all times. All subjects are required to wear face masks in the testing area at all times other than to carry out the test. (Throat and Nose) 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>

Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Contact between subject and sampler increasing the transmission of COVID19: <u>Sample taking</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> Adequate division between the sampler and the subject Sampler will be wearing face masks and relevant PPE at all times. All subjects are required to wear face masks in the testing area at all times other than to carry out the test. (Throat and Nose) Division in place via a desk = 2m (No physical barrier) 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>
Contact between sample and test centre runner increasing the transmission of COVID19: <u>Sample transport</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <u>No other persons within the area between the sampler and the tester</u> Short distance between the sampler and tester to avoid possible dropping of samples Adequate space with use of desk and seating to adhere to social distancing measures Sampler will be wearing face masks and relevant PPE at all times. All subjects are required to wear face masks in the testing area at all times other than to carry out the test. (Throat and Nose) Division in place via a desk = 2m (No physical barrier) 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>
Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample processing & analysis.</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> Sampler will be wearing face masks and relevant PPE at all times. All subjects are required to wear face masks in the testing area at all times other than to carry out the test. (Throat and Nose) 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>
Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample disposal and waste disposal</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> Bins provided for all waste are situated near to the testers station. Appropriately coloured as per guidance 	Unlikely	Moderate	6	<input checked="" type="checkbox"/>
Incorrect result communication	Wrong samples or miscoding of results	<ul style="list-style-type: none"> 2 identical barcodes are provided to subject at check in The subject registers their details to a unique ID barcode before conducting the test Barcodes are attached by trained staff at the sample collection bay Barcodes are checked for congruence at the analysis station 1 and applied to Lateral Flow Device at this station 	Rare	Minor	2	<input checked="" type="checkbox"/>

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Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Damaged barcode, lost LFD, failed scan of barcode	Orphaned record on registration portal & No result communicated to individual	<ul style="list-style-type: none"> Rule based recall of subjects who have not received a result within 4 hrs of registration Subjects are called for a retest if test is invalid 	Rare	Minor	2	<input checked="" type="checkbox"/>
Extraction solution which comes with the lab test kit contains the following components: Na_2HPO_4 (disodium hydrogen phosphate), NaH_2PO_4 (sodium phosphate monobasic), NaCl (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.	<ul style="list-style-type: none"> PPE: nitrile gloves which meet the Regulation (EU) 2016/425 to be used at all times when handling the extraction solution. Safety glasses with side shields which are tested and approved under appropriate government standards to be worn at all times when handling the extraction solution. Impervious clothing to be worn to protect the body from splashes or spillages. Environmental: do not let product enter drains Spillages: wipe surfaces which the solution has been spilt on and dispose of cleaning material in line with the test site lab's waste disposal procedures Do not use if the solution has expired <u>or any signs of damage or opening</u> Training to be provided in handling potentially biohazardous samples, chemicals and good lab practice. Adhere to guidelines in these training procedures to prevent improper handling. Follow procedures on the MSDS form provided by Innova to mitigate against inhalation, skin contact or ingestion of these chemicals. 	RareUnlikely	Minor	2	<input checked="" type="checkbox"/>
Occupational illness or injury	Fatigue. Slips Trips and Falls Risk of infection	<ul style="list-style-type: none"> Area is marked out to show safe areas of work Trip hazards removed as the work stations are divided appropriately. PPE and safety guidance adhered to. <u>Session lengths are appropriate to mitigate against fatigue. Breaks to be included for testing teams where sessions are deemed lengthy e.g. 3 hours</u> 	Unlikely	Minor	4	<input checked="" type="checkbox"/>
Manual handling	Risk of injury to backs and other areas	<ul style="list-style-type: none"> All moving of furniture and materials is carried out by caretaking staff. 	Unlikely	Minor	4	<input checked="" type="checkbox"/>
Unauthorised access by members of the public	Violence to staff Damage to property Contamination of area	<ul style="list-style-type: none"> Entrance to school secured at gates and doors for entry only Hall doors to remain closed Senior staff allocated to supervisory roles to monitor access to the site during mass testing 	Unlikely	Minor	4	<input checked="" type="checkbox"/>

Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Completed
			Probability	Severity	Risk	
Uneven surfaces (floor protection in the Testing and Welfare areas)	Slips and Trips	<ul style="list-style-type: none"> Testing area used is a level floor Testing team to wear appropriately covered footwear 	Rare	Minor	2	<input checked="" type="checkbox"/>
Stairs to / from sample processing / registration area and welfare space	Falls and Trips	<ul style="list-style-type: none"> Ground floor area being used 	Rare	Minor	2	<input checked="" type="checkbox"/>
Inclement weather	Closing of school Stranded staff Staff not able to attend	<ul style="list-style-type: none"> Severe weather process would be put in place Staff resource would be assessed to ensure tests can continue Decision would be made whether to suspend / reduce testing Where contact testing is in place, individuals must isolate during a period where testing is unavailable in line with the SOP 	Unlikely	Minor	4	<input checked="" type="checkbox"/>
Electrical safety / plant & equipment maintenance. Defective electrical equipment	Electrocution	<ul style="list-style-type: none"> All fixed and portable appliances tested as per regulations. (Fixed Wire and PAT) 	Rare	Major	4	<input checked="" type="checkbox"/>
Use of shared equipment	Cross contamination Infection	<ul style="list-style-type: none"> All areas designated for one person to work at on each rota Appropriate PPE to be worn at all times Regular cleaning schedules in place 	Unlikely	Minor	4	<input checked="" type="checkbox"/>
Incorrect result communication	Wrong samples or miscoding of results	<ul style="list-style-type: none"> 2 identical barcodes are provided to subject at check in The subject registers their details to a unique ID barcode before conducting the test Barcodes are attached by trained staff at the sample collection bay Barcodes are checked for congruence at the analysis station 1 and applied to Lateral Flow Device at this station 	Rare	Minor	2	<input checked="" type="checkbox"/>

Additional Notes	
	<p><u>Following testing students should be held in the waiting bay until the test processing is complete.</u></p> <p><u>In the event of an individual being ill during testing and addition clearly identifiable red bins are provided for students at the testing bay</u></p> <p><u>Clear instructions are given to staff/students throughout the entire process by all person with a role at the testing site including, the Testing Officer informing staff/students re: the purpose of their role i.e. supervision of the test process to ensure accuracy.</u></p>

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Risk Evaluation

		Consequence of event occurring (Severity)				
		Negligible	Minor	Moderate	Major	Critical
Likelihood of event occurring (Probability)	Almost Certain	Tolerable 5	Substantial 10	Intolerable 15	Intolerable 20	Intolerable 25
	Likely	Tolerable 4	Substantial 8	Intolerable 12	Intolerable 16	Intolerable 20
	Possible	Trivial 3	Tolerable 6	Substantial 9	Intolerable 12	Intolerable 15
	Unlikely	Trivial 2	Tolerable 4	Tolerable 6	Substantial 8	Substantial 10
	Rare	Trivial 1	Trivial 2	Trivial 3	Tolerable 4	Tolerable 5

Likelihood

Rare, will probably never happen/recur
Unlikely, do not expect it to happen, but is possible
Possible, Might happen
Likely, will probably happen
Almost Certain, will undoubtedly happen

Severity

Negligible
 Minor
 Moderate
 Major
 Critical

Risk control strategies

Intolerable – stop activity, take immediate action to reduce the risk
Substantial - Take action within an agreed period
Tolerable – monitor the situation
Trivial – No action required