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|---|---|--|---|---|----------------------|
| <b>RA Title/ Reference</b>  | <b>COVID 19 Lateral Flow at Home Self-Testing</b> |  | <b>Activity Description</b>   | <b>Provision of a managed COVID 19 at home self-testing service</b> |                      |
| <b>Assessment Date</b>  | March 2021  |  | <b>Assessor Name</b>  | Richard Gill - CEO  |                      |
| <b>Assessment Team Members/ sign off</b>  | ATLP Executive Team and Trust Board               |  | <b>Planned Review Date</b>  | Weekly  |                      |
| <b>Location(s)</b>  | ATLP Schools                                      |  |   |   |                      |
| <b>Overall Residual Risk Level following implementation of effective control measures</b>   | <b>Medium Risk</b>                                |  |   |   |                      |
| <b>Assessment Last Updated</b>  |   |  | <b>Is this an acceptable risk?</b>  | <b>Yes/ No</b>  |                      |
| <b>Hazard Description and How are people at risk</b>  | <b>Potential Risk before controls</b>             | <b>Current Control Measures</b>  | <b>Additional Control Measures (To be implemented)</b>                                    | <b>Control Measures in Place?</b>                                   | <b>Residual Risk</b> |
| <b>Failure to adhere to safe operating procedures –</b><br><br><b>Risk of transmission of the virus due to staffing issues e.g. competence, numbers</b> | <b>Medium</b>                                     | <ul style="list-style-type: none"> <li>DfE and NHS guidance and information relating to COVID 19 lateral flow at home self-testing in schools is strictly adhered to at all times.</li> <li>Each school has made all information from DfE/NHS available to all staff and parents before self-testing commences.</li> <li>Sufficient numbers of competent persons to meet the requirements of the service elements provided by school are in place.</li> <li>All those participating in home testing be that staff or students are instructed in the importance of adhering to DfE/NHS guidance, with regular reminders.</li> </ul> | Regular review of processes and escalated through relevant incident management procedures | Yes   | <b>Low</b>           |

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|--|---------------|--|------------------------------|--|---------------|
| <b>Risk of transmission of COVID-19 due to poor hygiene/ cleaning regimes</b>                | <b>High</b>   | <ul style="list-style-type: none"> <li>• Cleaning regimes are in place, including the at home self-test kit collection areas in school, adhering to requirements in DfE/NHS school guidance.</li> <li>• All are reminded of the importance of observing strict hygiene and cleaning regimes.</li> <li>• All will be provided with information regarding the self-testing process before the process commences.</li> <li>• Face coverings will be worn by the staff issuing self-test kits, as per guidance.</li> <li>• Staff and students are regularly reminded not to attend school if they have any symptoms of COVID 19 (Continuous cough, loss of taste or smell and a high temperature)</li> <li>• All will use hand sanitiser on arrival, before signing out their testing kits.</li> <li>• Social distancing to be observed at all times.</li> </ul> |                              |  | <b>Medium</b> |
| <b>Risk of poor uptake of self-testing, non-reporting of results, or poor communication.</b> | <b>Medium</b> | <ul style="list-style-type: none"> <li>• DfE/NHS guidance and information regarding at home self-testing is adhered to at all times.</li> <li>• DfE/NHS guidance and information are made available before at home self-testing commences and regular reminders are given, with signposts to information location if staff/students wish to refresh their knowledge.</li> <li>• Processes are regularly reviewed. Uptake levels are monitored regularly and any low uptake is discussed with the Executive Team.</li> <li>• DfE/NHS incident reporting information (clinical and non-clinical) is made available to all to ensure that any incidents, either in school or at home, are reported promptly via the required channels.</li> </ul>   |                              |  | <b>Low</b>    |
| <b>Risk of Data Breaches/ Quality – e.g. Incorrect</b>                                       | <b>Medium</b> | <ul style="list-style-type: none"> <li>• We will adhere to all DfE/NHS guidance re data protection along with GDPR requirements.</li> <li>• Staff/parents are made aware of how results will be reported and recorded prior to at home self-testing commencing.</li> </ul>   | Regular review of processes. |  | <b>Medium</b> |

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|--|--|--|--|--|--------|
| communication of clinical data                                       |  |  |  |  |        |
| Travel – Risk of transmission of COVID-19 for those testing positive | Medium   | <ul style="list-style-type: none"> <li>Suitable agreed procedures and advice in place for anyone who may test positive e.g. do not come in to work/school, self-isolate as per government guidance and arrange for a PCR test as soon as possible.</li> <li>If anyone has recently (within 90 days) had a positive PCR test for COVID-19, they are likely to have developed some immunity. Individuals are exempt from testing by both PCR and LFD within 90 days of a positive PCR test, unless they develop new symptoms.</li> </ul>   | Ensure communication is made to relevant stakeholders, with regular reminders. |  | Medium |
| Consent required before undertaking testing.                         | Medium   | <ul style="list-style-type: none"> <li>The DfE at home Self-Testing Program Privacy Notice has been made available.</li> <li>The testing program is recommended and supported, but not mandated.</li> <li>Participation in the at home Self-Testing program is on a voluntary basis.</li> <li>Staff/Parents will be aware that written consent is not required for at home self-testing. Therefore consent is implied by attending to register and signing test kits out.</li> <li>All electronic and paper record Personal Data associated with testing will be destroyed in line with Trust Data Protection policy, DfE/NHS guidance and GDPR requirements.</li> </ul> |  |  | Low    |
| Relevant Safety Procedures and National/ Local Guidance Links        | DfE/NHS school self-testing guidance and information   |  |  |  |        |
| Assessment Conclusion  | Providing the stated control measures are implemented and adhered to, the risk of contracting most viral infections including COVID-19 can reduce to a manageable level in normal circumstances. |  |  |  |        |

**Risk matrix**

| Risk rating<br>High (H), Medium (M), Low (L) |   | Likelihood of occurrence |          |        |
|--|---|--------------------------|----------|--------|
|  |   | Probable                 | Possible | Remote |
| Likely impact                                | <b>Major:</b> Causes major physical injury, harm or ill-health.       | H                        | H        | H      |
|  | <b>Severe:</b> Causes physical injury or illness requiring first aid. | H                        | M        | L      |
|  | <b>Minor:</b> Causes physical or emotional discomfort.                | M                        | L        | L      |