

LFD testing - 6 January 2022

Identify hazards

A. HAZARD	B. RISKS	C. RR	D. WHO MAY BE HARMED?	E. EXISTING CONTROL MEASURES	F. ADD CM?
Distributing LFD test kits	Infection Stress / anxiety	3	Pupils Staff	<p>Proactive distribution of test kits to staff and secondary pupils to support the most recent updates to self-isolation guidance, which involve greater use of LFD test kits for index cases and close contacts. We have ordered and will ensure we distribute sufficient kits to support staff and pupils to undertake both regular testing and testing when identified as high risk close contacts.</p> <p>Pupils and staff can always pick up LFD test kits on their arrival to school in the main foyer and from the school office throughout the day</p> <p>Only batch numbers need to be recorded now as opposed to individual's details</p> <p>This now based on implied consent as per guidance issued in December 2021</p> <p>Three test kits will be issued at a time</p> <p>Pupils and staff should test at least twice weekly and if positive LFD test - self-isolate and book a PCR test</p>	No

				Test kits can also be picked up from pharmacies and local test centres and can be ordered online	
Improper use of tests	Infection	6	Pupils Staff	<p>All S1-S6 school pupils and school staff are invited to participate in testing</p> <p>Tests must be collected in person - by staff and pupils</p> <p>Tests not be used by other family members</p> <p>Staff and pupils taken through how to use the tests and their are instructions in each test kit too</p> <p>New nasal kits only now being issued</p> <p>Results should be logged online - so that if a faulty kit this can be registered</p> <p>Ensure profile is high in school and with parents/carers - to be part of the testing programme</p>	No
Additional absence of staff	Infection	6	Pupil Staff	<p>Business Continuity Plan to be invoked if additional staff absence</p> <p>May include partial classes closure - HT advise ELC/NMcD/QIO</p> <p>Covid-19 Test and Protect procedures to be followed to</p>	Yes

				<p>identify other staff and pupils to self isolate in line with NHS guidance and collaboration with Calum Stewart from ELC and Test and Trace</p> <p>Staff who volunteer not to self-isolate must only do so following a risk assessment of their personal circumstances, and the employers' duty of care to all their employees must be respected. 89. Under the process, before a staff member who is a close contact of a positive case can return to work, they must meet the criteria as set out in the guidance for critical workers exemptions. As of 16th December 2021, the detail of those criteria was as follows:</p> <ul style="list-style-type: none">· have had their second COVID-19 vaccination more than 14 days ago· have a valid vaccination record (You can download the NHS Scotland Covid Status app or get a paper record of your vaccine status from NHS Inform.)· not have symptoms of COVID-19· have evidence of a negative PCR test· take daily lateral flow tests for up to 10 days after being exposed to the virus· fully comply with any PPE requirements, hand hygiene and other infection control measures <p>90. Staff who cannot reasonably isolate from on-going exposure to a COVID-19 positive household member should not volunteer to return to work.</p>	
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Poor uptake of LFD testing	Infection	6	Pupil Staff	<p>Staff and senior pupils attending school have been encouraged, on a regular basis, to participate.</p> <p>Staff, senior pupils and parents/carers have been provided with FAQs and all info available (on ELC Google Drive)</p> <p>Staff and pupils emailed to highlight benefits of being part of the programme if they are attending school and also mentioned in HT's weekly newsletter to parents/pupils/staff</p> <p>HT/DHTs and PSLs to explore with individuals (staff and pupils) any anxieties around uptake and testing</p> <p>Proactive distribution of test kits to staff and secondary pupils to support the most recent updates to self-isolation guidance, which involve greater use of LFD test kits for index cases and close contacts</p>	No
Loss or tamper	Infection	6	Pupils Staff	Testing kits to be distributed on request by staff and	Yes

				pupils - three issued at a time To be kept in locked room near janitors office and taken to office during the day and locked away again at night	
Failure to log tests/communication reminders	Infection Stress / anxiety	6	Pupils Staff	E- mail reminders to log results to staff and pupils from admin (Staff and pupil EduBuzz) and also to parents/carers re HT's weekly update	No

Additional control measures

G. HAZARD	H. ADDITIONAL CONTROL MEASURES	C. RR AFTER CM
Distributing LFD test kits		4
Improper use of tests		6
Additional absence of staff	Staff timetables to be adjusted if required	12
Poor uptake of LFD testing		6
Loss or tamper	LOG to be maintained Weekly check of stock and log- Admin - and more ordered when getting low in stock	6

Failure to log tests/communication reminders		6

Safe working procedures

Not required.

Reviews and sign-offs

Date of review/sign off	User	Type
26 December 2021	Susan Cook	Review
26 December 2021	Susan Cook	Sign off
26 December 2021	Susan Cook	Review
26 December 2021	Susan Cook	Sign off
06 January 2022	Susan Cook	Review
06 January 2022	Susan Cook	Sign off