

## RISK ASSESSMENT

<b>Subject of Assessment</b>	Coronavirus (COVID-19)		
<b>Task/Activity</b>	Managing the risk of Coronavirus (COVID-19) exposure whilst undertaking all work activities		
<b>Assessor</b>	Isabelle Burch	<b>Location of Assessment</b>	Residential Homes

<b>Risk Rating Matrix (RR)</b>	<b>Likelihood (L)</b>		
<b>Consequence (C)</b>	Certain or near certain to occur (High)	Reasonably likely to occur (Medium)	Unlikely to occur (Low)
Fatality; major injury or illness causing long term disability (High)	<b>HIGH (H)</b>	<b>HIGH (H)</b>	<b>MEDIUM (M)</b>
Injury or illness causing short term disability (Medium)	<b>HIGH (H)</b>	<b>MEDIUM (M)</b>	<b>LOW (L)</b>
Other injury or illness (Low)	<b>MEDIUM (M)</b>	<b>LOW (L)</b>	<b>LOW (L)</b>

<b>Ref</b>	<b>Hazards</b> (Unsafe Condition)	<b>Who is at risk?</b> (and how)	<b>Controls in place</b>	<b>L</b>	<b>C</b>	<b>RR</b>	<b>Adequately controlled?</b>
1	<b>COVID-19</b> (Someone infected entering the workplace)	<b>Employees and Young People</b> (A visitor or employee enters the workplace and passes the virus onto employees)	<ul style="list-style-type: none"> <li>Staff and young person are made aware of the symptoms and the risk of COVID-19 via online notifications and guidance from the company Nurse.</li> <li>Best practice Hygiene requirements (handwashing etc.) are being enforced and included in all inductions. Employees have been instructed to wash their hands frequently for at least 20 seconds duration.</li> <li>No handshaking or contact unless necessary for YP or Staff members safety</li> <li>Social distancing to be maintained</li> <li>Visitors are not permitted until further notice unless an emergency</li> </ul>	M	M	M	Yes

Ref	Hazards (Unsafe Condition)	Who is at risk? (and how)	Controls in place	L	C	RR	Adequately controlled?
2	<b>COVID-19</b> (Someone becomes ill in the workplace)	<b>Employees, Young people &amp; Visitors</b> (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> <li>UK <a href="#">Government guidance</a> to be followed</li> <li>Staff are advised to isolate within the home, if they do not feel comfortable to do so they must isolate at home and are to follow <a href="#">NHS Guidance online</a></li> <li>Staff to take temperature of young person daily and record this on Clientbridge. If above 37.8°C to report to company Nurse</li> <li>The other staff and young person must isolate for 14 days</li> <li>Staff will be advised to follow <a href="#">NHS Guidance online</a>.</li> <li>If the staff is a visitor their workplace must be made aware.</li> <li>The workplace will be decontaminated following <a href="#">governmental guidance</a>.</li> <li>Best practice Hygiene requirements (handwashing etc.) are being enforced and included in all inductions. Employees have been instructed to wash their hands frequently for at least 20 seconds duration.</li> <li>No handshaking or contact unless necessary for YP or Staff members safety</li> <li>All staff have been trained in hand hygiene</li> <li>All staff have been trained in Emergency First Aid</li> <li>This information has been passed onto all employees.</li> </ul>	M	M	M	Yes
3	<b>COVID-19</b> (Contaminated Workplace)	<b>Employees, Young people &amp; visitors</b> (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> <li>UK <a href="#">Government guidance</a> is being followed.</li> <li>Extra hygiene requirement (handwashing etc.) in place. Towels and bedding are to be washed daily to reduce the risk of cross contamination Laundry from infected young person/staff member to be placed in a red dissolvable bag and placed straight into the washing machine.</li> <li>Household waste to be double bagged and left in the room of the infected young person/staff member for 72 hours</li> <li>Employees are to implement increased cleaning regime. Such as bathrooms, work surfaces etc. to be cleaned daily.</li> <li>All staff have been trained in hand hygiene</li> <li>All staff have been trained in Emergency First Aid</li> <li>This information has been passed onto all employees.</li> </ul>	M	M	M	Yes

Ref	Hazards (Unsafe Condition)	Who is at risk? (and how)	Controls in place	L	C	RR	Adequately controlled?
4	<b>COVID-19</b> (proximity, workplace gatherings)	<b>Employees, Young People &amp; visitors</b> (A person catches COVID-19 due to working closely with an infected person)	<ul style="list-style-type: none"> <li>- UK <a href="#">Government guidance</a> to be followed.</li> <li>- All employees must follow <a href="#">government guidance</a> on social distancing where practicably possible</li> <li>- All employees have been asked to self-isolate when not at work</li> <li>- Staff and young people must sit at least an arm's length away from each other and follow <a href="#">government guidance</a>.</li> <li>- Staff meetings to be undertaken remotely by phone or video where possible.</li> <li>- No handshaking or contact unless necessary for YP or Staff members safety</li> <li>• All staff have been trained in hand hygiene</li> <li>• All staff have been trained in Emergency First Aid</li> <li>• This information has been passed onto all employees.</li> </ul>	M	M	M	Yes
5	<b>COVID-19</b> (Vulnerable employees)	<b>Employees &amp; Young People with underlying health conditions.</b> (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> <li>• UK <a href="#">Government guidance</a> to be followed</li> <li>• Employees have been instructed to self-isolate if they have had either a high temperature (37.8 centigrade or greater) or a continuous dry cough in the last 14 days</li> <li>• All staff must complete COVID-19 contingency awareness questionnaire</li> <li>• VCare24 will arrange for meetings with other staff to be completed by video or audio conferencing where possible.</li> </ul>	M	H	M	Yes
6	<b>COVID-19</b> (Employees who have contracted COVID-19)	<b>Employees, Young People, visitors, members of the Public, Family members</b> (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> <li>• If NHS 111/online or a GP determines an employee has contracted COVID-19 they will be treated as off sick as per normal company sickness policy.</li> <li>• Colleagues who have had contact with a symptomatic employee will be made aware of the symptoms and advised to follow <a href="#">NHS Online Guidance</a>.</li> <li>• The workplace will be decontaminated following <a href="#">governmental guidance</a>.</li> <li>• All staff have been trained in hand hygiene</li> <li>• All staff have been trained in Emergency First Aid</li> <li>• This information has been passed onto all employees.</li> </ul>	M	M	M	Yes

Ref	Hazards (Unsafe Condition)	Who is at risk? (and how)	Controls in place	L	C	RR	Adequately controlled?
7	<b>COVID-19</b> (Presenteeism. Symptomatic or exposed employees remaining in workplace.)	<b>Employees, Young people, members of the Public, Family members</b> (Employees who are symptomatic or have been in contact with someone with COVID-19 but continue to work despite being unwell)	<ul style="list-style-type: none"> <li>UK <a href="#">Government guidance</a> to be followed</li> <li>Employees are advised to follow <a href="#">NHS Guidance online</a>.</li> <li>Symptomatic employees must isolate at home and follow <a href="#">NHS Guidance online</a>.</li> <li>Colleagues who have had contact with a symptomatic employee will be made aware of the symptoms and advised to contact <a href="#">NHS Guidance online</a>.</li> <li>All staff have been trained in hand hygiene</li> <li>All staff have been trained in Emergency First Aid</li> </ul>	M	M	M	Yes
8	<b>COVID-19</b> (Self-Isolation and wellbeing)	<b>Employees</b> (Employees not aware of the need to or how self-isolate. Wellbeing/Loneliness issues from self-isolation)	<ul style="list-style-type: none"> <li>NHS 111 online provides advice on when to self-isolate and access to an online interactive and personal checklist (<a href="#">Stay at Home Advice</a>)</li> <li>Company notifications sent out to all employees to notify them around Government restrictions and the need to and how to self-isolate</li> <li>Managers are advised to keep in regular contact with those who are isolating with young person or at home via phone calls or by Teams</li> <li>Company Nurse will contact homes daily for health and well-being update</li> <li>This information has been passed onto all employees.</li> </ul>	M	M	M	Yes

Hazard Ref	Additional control	Assigned to	Date Completed	L	C	RR

<b>Date of Assessment</b>	20/04/2020	<b>Signature</b>	
<b>Review date</b>	As and when to ensure Government Guidance is being followed		