

## LIVING WITH COVID-19 RISK ASSESSMENT RED2GREEN

<b>Date of assessment:</b>	Updated 09 March 2022	<b>Assessed by (job title / name):</b>	Liz Taylor CEO
<b>Name and address of service:</b>	<b>Red2Green</b>	<b>Other people involved with this assessment:</b>	Tessa Vicat-Cole (Administrator) Ruth Rogers (Trustee) Emily Rogers (Options Coordinator) Katie Robinson (Aspirations Manager)
<b>Identification of risks:</b>	<ol style="list-style-type: none"> <li>1. Infection Control</li> <li>2. Ventilation</li> <li>3. Mixing of bubbles</li> <li>4. Testing to minimise Asymptomatic and Symptomatic spread</li> <li>5. PPE</li> <li>6. Staff and their family groups</li> <li>7. Learners and their family groups</li> <li>8. First Aid/ Medical Needs</li> <li>9. Premises Management</li> <li>10. Risk Administration</li> </ol>		
<b>Harm which could occur:</b>	<p>Catching or spreading the COVID-19 virus whilst attending Red2Green. This is a virus that can still have serious health effects, although a successful vaccination campaign and the emergence of new treatments have had a great positive impact on hospitalisation and mortality rates. It can still debilitate those who have caught it (including Long Covid) and can cause distress both physically and mentally. Moreover, Covid-19 remains a risk, as it is still possible to catch and spread COVID-19 even if you are fully vaccinated. Infection may happen through contact with someone with a confirmed case of COVID-19 or those who have come into contact with a confirmed case of COVID-19, with emphasis on airborne transmission.</p> <p>Current Government and Public Health advice if you have any of the main symptoms of COVID-19 or a positive test result, is to stay at home and avoid contact with other people, however this is no longer a legal requirement.</p>		

<b>What are the hazards or where are the dangers?</b>	<b>Control Measure</b> These are things which are needed to control the spread of the virus as far as reasonably practicable.
<b>1.0</b> <b>Catching and spreading the virus due to not having appropriate Infection Control measures in place</b>	<ol style="list-style-type: none"> <li>1. We provide welfare facilities for staff and learners which contain suitable amounts of handwash and the correct temperature of water.</li> <li>2. We have appropriate signage at every sink.</li> <li>3. As far as possible, we monitor learners' hand hygiene after they use the toilet in line with usual hygiene practice.</li> <li>4. We provide hand sanitiser at the entrance and when soap and water isn't readily available.</li> <li>5. We provide tissues for those suffering from hay fever / common cold etc. Everyone is instructed to use their tissues when coughing or sneezing and then place the used tissue in the bin before washing their hands. Each bubble has their own box.</li> <li>6. We provide lidded bins with pedals where reasonably practical.</li> <li>7. Anyone either suspected or confirmed as having caught COVID-19 will be isolated and the appropriate measures followed in line with Government / PHE advice. We have a policy in place, and letters ready to go home.</li> <li>8. Everyone is reminded to not touch their eyes, nose or mouth and to wash hands afterwards if this occurs.</li> <li>9. Each learner will have an individual pack which will contain the equipment that they need. A lot of our activities involve paper, therefore they will have their own.</li> <li>10. We wipe down any items which learners have used, in between users, to include working tools, stationery etc. Each bubble will have its own wipes to wipe down equipment.</li> <li>11. We ensure that all surfaces are frequently wiped clean with the advised solutions or wipes.</li> <li>12. Should someone attend and be sent home with symptoms of Covid-19, flu or vomiting, fogging with a disinfectant that has efficiency against Covid-19 will be performed following safety guidelines.</li> <li>13. We have a thorough daily cleaning schedule which includes wiping items following use and wiping high touch areas frequently throughout the day.</li> <li>14. We have scheduled a more frequent cleaning procedure throughout the service particularly in communal areas and at touch points.</li> <li>15. We have a system in place to ensure visitors to the Service are only those making essential planned visits (e.g., pre-planned maintenance / social care emergencies etc).</li> <li>16. We have had our fire doors changed to have mechanisms that stay open and then close automatically when the alarm goes off.</li> <li>17. For activities, such as cooking, we have a separate risk assessment in place.</li> </ol>
<b>2.0</b> <b>Catching and spreading the virus due to poorly ventilated rooms.</b>	<ol style="list-style-type: none"> <li>1. Each room has CO2 monitors that are regularly checked to ensure that rooms are well ventilated.</li> <li>2. Windows are kept open most of the times to ensure that rooms are well ventilated and stay within CO2 recommended levels.</li> <li>3. Guidance on the ratio of people to size of room are followed to ensure there is enough ventilation and risk minimised.</li> </ol>

<p><b>3.0</b> <b>Catching and spreading the virus due to mixing of bubbles.</b></p>	<ol style="list-style-type: none"> <li>1. We are running a bubbles system to reduce contact with others in the organisation. Each bubble has their own space.</li> <li>2. We have reviewed the total space available for activities and have deemed the areas well ventilated and safe.</li> <li>3. We are distancing out tables as much as possible, and bubbles will not come in to contact with other bubbles.</li> <li>4. We have ensured that fire exits, and routes are not compromised.</li> <li>5. We have considered the manual handling issues surrounding these tasks and will refer to our separate manual handling risk assessment so it can be done safely.</li> <li>6. We monitor how many people are on site at one time and where they 'should' be.</li> <li>7. Personal Emergency Evacuation Plans (PEEPs) already in place will continue and we have reviewed these in light of changing the Day Service space.</li> <li>8. We have reminded learners and staff that if a service evacuation is needed (e.g., fire alarm) then bubbles will have separate designated areas.</li> <li>9. Staff lunch will be staggered so that they can eat without the facemask away from the learners in their bubble.</li> </ol>
<p><b>4.1</b> <b>Catching and spreading the virus due to asymptomatic or symptomatic staff</b></p>	<ol style="list-style-type: none"> <li>1. Staff take a daily LFT before each shift. Results are kept in a central record.</li> <li>2. If any staff have a positive test they immediately go into self-isolation and follow government advice and testing guidance until they can return to work.</li> <li>3. Anyone with symptoms is to stay at home and perform both a LFT and a PCR test.</li> <li>4. Clients have been asked to complete LFT tests before attending Red2Green to help keep each other safe. This is not mandatory.</li> <li>5. Both staff and clients have their temperature taken on arrival with an infrared non-contact thermometer.</li> </ol>
<p><b>4.2</b> <b>Catching and spreading the virus if someone attends Red2Green with the virus</b></p>	<ol style="list-style-type: none"> <li>1. Anyone who displays symptoms of the virus will be isolated. The home is informed and they are asked to be picked up as soon as possible.</li> <li>2. If we are notified that someone who has attended Red2Green has had a positive test, they are asked to stay home.</li> <li>3. We have letters prepared to go home to anyone who has been in contact with the person who has tested positive.</li> <li>4. We have an e-mail system and text system for notifications and will also make telephone calls.</li> <li>5. We will notify PHE and CCC if we have a positive test.</li> </ol>
<p><b>5.0</b> <b>Catching and spreading the virus due to not using appropriate PPE</b></p>	<ol style="list-style-type: none"> <li>1. Where social distancing is not possible (such as intimate care) we provide PPE in line with PHE advice and 'donning and doffing' advice. Staff wear type IIR FRSM facemasks all day. Normal PPE for intimate care, such as gloves and aprons will be used. All staff have had infection prevention and control training.</li> <li>2. We access and provide appropriate PPE where it is needed, through Cambridgeshire PPE coordinator.</li> <li>3. Head Office are responsible for ensuring that PPE is ordered and that we always have enough.</li> </ol>
<p><b>6.0</b> <b>The impact on staffing, and staff welfare due to the risk</b></p>	<ol style="list-style-type: none"> <li>1. Staff are aware of what to do if anyone on the premises finds they have a new, persistent cough, and/or a high temperature or loss of smell and taste.</li> <li>2. All staff are aware of what action to take if members of their household need to self-isolate OR are confirmed as having the virus.</li> <li>3. We have ensured that all staff understand the responsibility of cleaning down their own areas.</li> </ol>

<p><b>of catching and spreading the virus</b></p>	<ol style="list-style-type: none"> <li>4. All support staff have had mandatory training including administering medication, infection prevention and control, and have undertaken additional Covid-19 training.</li> <li>5. We risk assess on an individual basis if we have staff member who meet the criteria of being at a 'moderate' or 'high' risk of infection. This identifies any suitable control measures that must be in place before returning to the Service.</li> <li>6. We ensure that all staff are informed in a timely way of any changes at the Service and of any risks to their health and wellbeing.</li> <li>7. We ensure that all staff are listened to, and their concerns taken on board.</li> <li>8. We have designed an induction session for new staff and learners so they are clearly aware of any changes to the day to day running of the Service.</li> <li>9. We have a page on our website with all the information for parents and carers.</li> <li>10. We have ensured that all staff are aware of any changes in health and safety protocols.</li> <li>11. All staff have been offered the vaccine.</li> <li>12. Staff who have had the vaccine are reminded to continue with all precautionary measures.</li> </ol>
<p><b>7.0 The impact on learners' welfare due to the risk of catching and spreading the virus</b></p>	<ol style="list-style-type: none"> <li>1. We regularly remind parents / carers of what to do if members of their household are confirmed as having the virus.</li> <li>2. We have completed Risk Assessments for all our learners with them or their parents / carers. This was updated March 2021 to include the risks of attending other settings.</li> <li>3. Where someone attends another setting, we check with the other setting their procedures.</li> <li>4. We risk assess on an individual basis if we have learners who meet the criteria of being at a 'moderate' risk of infection. This identifies any suitable control measures that must be in place before returning to the Service. If their safety cannot be assured, they will not be required to attend, and they will be consulted with.</li> </ol>
<p><b>8.0 Catching and spreading the virus when giving or receiving first aid and / or supporting learners and staff with medical needs</b></p>	<ol style="list-style-type: none"> <li>1. Every bubble has at least one person trained with Emergency First Aid at Work and their own First Aid kit.</li> <li>2. We currently have appropriate numbers of, and appropriately qualified First Aiders for our cohort.</li> <li>3. We have ensured that access to First Aid facilities is maintained and our service is suitably stocked with First Aid equipment.</li> <li>4. We have ensured that all our equipment for moving and handling of learners has been inspected before use. This includes the statutory 6-month checks (under LOLER).</li> <li>5. We have ensured that relevant cleaning materials to include wipes are provided wherever the equipment is.</li> <li>6. Full PPE is to be worn when giving First Aid.</li> </ol>
<p><b>9.0 Catching and spreading the virus whilst maintaining premises management controls</b></p>	<ol style="list-style-type: none"> <li>1. If we have contractors on site, we have asked that they must provide a suitable and sufficient risk assessment for the activities they carry out which must include Covid-19.</li> <li>2. We ensure that all planned or reactive maintenance is carried out, out of hours where possible.</li> <li>3. The service has ensured that relevant property statutory compliance checks have been completed and records updated.</li> <li>4. We ensure that all internal waste bins in every room and welfare facility are emptied daily and that the bin liners are fully secured before disposing of them.</li> </ol>

<b>10.0 Administration and the continual knowledge of the risks of catching and spreading the virus</b>	<ol style="list-style-type: none"><li>1. We regularly review national guidance from Public Health England, the NHS, the Education and Social Care related pages on GOV.UK</li><li>2. We get regular updates from Cambridgeshire County Council and Suffolk County Council.</li><li>3. We regularly review the guidance from SCIE</li></ol>
---	--

### Sources and information:

**Living with Covid-19:** [COVID-19 Response - Living with COVID-19.docx \(publishing.service.gov.uk\)](#)

**Guidance How to Stay Safe and Help Prevent the Spread:** <https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do?priority-taxon=774cee22-d896-44c1-a611-e3109cce8eae>

**Guidance for people previously considered extremely clinically vulnerable groups:** [Guidance for people previously considered clinically extremely vulnerable from COVID-19 - GOV.UK \(www.gov.uk\)](#)

**Suffolk County Council – general COVID-19 information:** <https://www.suffolk.gov.uk/coronavirus-covid-19/>

**Coronavirus (COVID-19): guidance for care staff supporting adults with learning disabilities and autistic adults:** <https://www.gov.uk/government/publications/covid-19-supporting-adults-with-learning-disabilities-and-autistic-adults/coronavirus-covid-19-guidance-for-care-staff-supporting-adults-with-learning-disabilities-and-autistic-adults#protecting-yourself-and-the-person-you-care-for>

**COVID-19: infection prevention and control (IPC):** <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

**Working safely during the coronavirus pandemic:** <https://www.hse.gov.uk/coronavirus/working-safely/index.htm>