

## ACORN RISK ASSESSMENT

<b>Job / Task Assessed:</b>	Pandemic Outbreak – COVID-19	<b>Area:</b>	Tier 3 Abstinent Supported Housing	<b>Assessor:</b>	Sarah Tattersall/Lisa Waring/Darren Lang
<b>Person assessed (if any):</b>	Clients/staff members	<b>Date:</b>	08/06/2020	<b>Job Number:</b>	N/A

Hazard <i>What is the potential for harm?</i>	Hazardous Event <i>How could the harm be realised?</i>	Risk Assessment			Who is Affected	Controls Measures <i>What are the current controls? How can the risk be reduced further?</i>	Residual Risk Rating
		Likelihood (A)	Harm (B)	Risk Rating (C)			
Preventing the spread of COVID-19	Resident being exposed to the virus and spreading it further	4	3	12		<p>There are general principles anyone can follow to help prevent the spread of respiratory viruses, including:</p> <ul style="list-style-type: none"> <li>• Washing your hands often - with soap and water, or use alcohol sanitiser that contains at least 60% alcohol if handwashing facilities are not available - this is particularly important after taking public transport. Guidance is available on <a href="#">hand washing</a></li> <li>• Covering your cough or sneeze with a tissue, then throwing the tissue in a bin. See <a href="#">Catch It, Bin It, Kill It</a></li> <li>• Residents should wash their hands: <ul style="list-style-type: none"> <li>○ after using the toilet</li> <li>○ after breaks and sporting activities</li> <li>○ before food preparation</li> <li>○ before eating any food, including snacks</li> </ul> </li> <li>• avoid touching your eyes, nose, and mouth with unwashed hands</li> <li>• clean and disinfect frequently touched objects and surfaces</li> <li>• Staff to regularly remind residents to follow the infection control precautions above</li> </ul>	3x3=9

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						<ul style="list-style-type: none"> <li>Residents to follow the government guidance around Staying Alert:</li> <li>Keep your distance from people who are not in your household</li> <li>Keep your hands and face as clean as possible</li> <li>Avoid being face-to-face with people if they are outside your household</li> <li>Avoid crowds</li> <li>Wash your clothes regularly</li> <li>Keep indoor places well ventilated</li> </ul> <p>If a resident displays symptoms of COVID-19, they must isolate in their room and staff must only enter the room wearing PPE.</p> <p>The main symptoms of coronavirus are:</p> <ul style="list-style-type: none"> <li><b>high temperature</b> – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)</li> <li><b>new, continuous cough</b> – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li> </ul>		

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						<ul style="list-style-type: none"> <li><b>loss or change to your sense of smell or taste</b> – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal</li> </ul> <p>The <a href="#">NHS test and trace service</a> has been established to minimise community transmission of COVID-19. It is designed to:</p> <ul style="list-style-type: none"> <li>ensure that anyone who develops symptoms of COVID-19 can quickly be tested to find out if they have the virus</li> <li>help trace close recent contacts of anyone who tests positive for COVID-19 and, if necessary, notify them that they should self-isolate at home to help stop the spread of the virus</li> </ul> <p>Therefore, if you have had close recent contact with someone who has COVID-19, healthcare workers must self-isolate if the NHS test and trace service advises you to do so. Close contact excludes circumstances where PPE is being worn in accordance with current guidance on infection, prevention and control.</p> <p>New restrictions announced on 1/8/20 for local lockdowns. Staff to update themselves and inform clients of latest list of do's and don'ts. <a href="https://www.gov.uk/guidance/north-west-of-england-local-restrictions-what-you-can-and-cannot-do">https://www.gov.uk/guidance/north-west-of-england-local-restrictions-what-you-can-and-cannot-do</a></p>		

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Preventing the spread of COVID-19	Employee being exposed to the virus and spreading it further	4	3	12		<ul style="list-style-type: none"> <li>- Follow general PHE advice RE: Infection Control:</li> <li>- employees should wash their hands:               <ul style="list-style-type: none"> <li>o before leaving home</li> <li>o on arrival at work</li> <li>o after using the toilet</li> <li>o after breaks and sporting activities</li> <li>o before food preparation</li> <li>o before eating any food, including snacks</li> <li>o before leaving work</li> <li>o on arrival at home</li> </ul> </li> <li>- avoid touching your eyes, nose, and mouth with unwashed hands</li> </ul>	3x3=9

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						<ul style="list-style-type: none"> <li>- clean and disinfect frequently touched objects and surfaces</li> <li>- Complete Coronavirus awareness training</li> <li>- Complete PPE donning/doffing training</li> <li>- If you or a member of your household is experiencing symptoms you can apply for a test (tests are to be carried out within the first 5 days of symptoms appearing , it is recommended that you apply within the first 3 days once symptoms start as the test can take a couple of days to arrange) <a href="https://www.nhs.uk/ask-for-a-coronavirus-test">https://www.nhs.uk/ask-for-a-coronavirus-test</a></li> <li>- Liaise with local PHE department and follow their guidance around self isolation/lock down procedures if applicable</li> <li>- Identify staff members who have underlying health conditions and discuss with HR BP if required – these include respiratory, diabetes</li> <li>- Identify those who may be effected by school closures</li> <li>- Ensure managers have staff contact details to be able to support from home if no access to IT equipment</li> <li>- Managers communication group established to help smooth communication / shared resources and support if needed</li> </ul>	

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Service shut down to contain the situation	Employees unable to attend work or residents having to self isolate	3	4	12		<ul style="list-style-type: none"> <li>- Follow government guidance around Staying Alert</li> <li>- Restrict visitors to the project</li> <li>- For referrals in to the service carry out telephone assessments</li> <li>- Ensure adequate supplies of basic food e.g. milk, cereal, tea, coffee, tins of food and long life packets</li> <li>- Safe spaces for staff to work</li> <li>- Deep cleaning of communal areas</li> <li>- Deliveries to be left at entrances to buildings</li> <li>- Ensure we have adequate PPE –</li> <li>- Working practices – ability to manage with 1 staff member at each site as a minimum</li> <li>- Ensure petty cash and debit cards are topped up</li> <li>- School closures – work to share staffing resources where need arise and support each other with childcare responsibilities</li> </ul>	2x4 = 8

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						<u>Coming To and Leaving Work</u> - The Government has advised that from 15 <sup>th</sup> June 2020 anybody using public transport MUST use a face covering -	

Providing the recommendations are followed and the training and instructions provided then the risks can be reduced to acceptable levels.

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**PPE REQUIRED FOR TASK (tick/complete as appropriate – Refer to Control Measures over page making specific)**



Hard Hat		Ear Protection		Welding Helmet	
Safety Footwear		Goggles		Respirator (Type)	(minimum FFP2)
High Vis Vest		Overalls		Gloves (enter type)	
Gas Welding Goggles		Safety Spectacles		Other (specify type)	



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Col (A) - Likelihood of Injury or Hazard	Col (B) - Severity of Injury or Hazard	Who Could Be Affected
1. Improbable - (Extremely Unlikely To Occur)	1. Minor (No First Aid Required)	Operators
2. Remote (Small Chance Of Occurring)	2. Harmful (Minor First Aid Required)	Maintenance / Quality
3. Occasional (Could Occur Sometime)	3. Critical (Serious Fractures, Burns, L.T.A.)	Contractors
4. Probable (Unsurprised If It Happened)	4. Severe (Amputations, Loss Of Eyesight)	Visitors
5. Frequent (Almost Certain To Happen)	5. Catastrophic ( Fatality, Explosions Etc)	Special Cases (Pregnant Worker/Young People Under 18)



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Persons affected by this Risk Assessment – Have been instructed and understand the contents of this risk assessment and associated documentation, by signing below you are accepting that all the associated hazards and risk involved with this work activity have been assessed and will abide to the control measures detailed within.

Print Name:	Sign:	Trade / Occupation:	Date:

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<b>Date of Next Review:</b> Ongoing as Government guidance changes	
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