

## Risk Assessment: Covid Update - 17th January 2022

This Risk Assessment has considered the government guidance provided on 17th January and takes further consideration as new guidelines are provided by Public Health and the NYA information provided on 17th January. The risk assessment is for all operations as of 17th January 2022.

Hazard	Persons at Risk	Existing Controls (Pre Covid)	Further Action Required	PPE/Equipment/Props/ Controls And supporting documentation
Wearing Masks and PPE	Staff, Volunteers, Young people, and visitors	<p>Young people are not allowed in the building unless approved otherwise.</p> <p>All staff have supporting HR documentation to determine those exempt</p>	<p>Staff and young people 11 plus “must” as per the NYA guidelines</p> <p>Staff and young people should wear masks,</p> <ul style="list-style-type: none"> <li>• When personal care is being administered</li> <li>• When in transition, on entry and exiting the building</li> <li>• When a 2metre social distance can not be maintained</li> <li>• When provided close first aid</li> </ul>	<p>Props and signs to promote social distance</p>

Managing young people movement around the building	Staff, Volunteers, young people, and visitors	<p>Young people can't access the building unless authorised otherwise.</p> <p>Social distancing is encouraged and maintained throughout.</p>	<p>Young people and staff can move freely around the building, however, must wear masks at all times</p> <p>No requirement to have foot walks</p> <p>The lift is free to use without any limitation to capacity and use at one given time, however, all people must wear masks.</p>	<ul style="list-style-type: none"> <li>• Props and visuals to encourage pathways and direction</li> </ul>
Providing first aid	Young people and staff	<p>Qualified first aiders administer first aid.</p> <p>All first aid is recorded and accessible to parents/carers on collection.</p> <p>Maintain effective housekeeping through good practice. This will include, maintaining the building maintenance inline with existing policies, health and safety procedures, and risk assessments attached to different activities.</p> <p>Ensure the accident book is kept up to date and RIDDOR accidents are reported as per regulations.</p>	<p>Masks should be worn by both parties in the event of providing first aid. This does not apply for anyone under the age of 11</p> <p>PPE to be worn if required where there may be a risk of contact with bodily fluids - PPE includes gloves, mask, apron and eye protection.</p> <p>Gloves should be worn during any first aid, even for minor injuries.</p> <p>To avoid mouth-to-mouth CPR.</p> <p>Minor first aid incidents including bumps/scrapes will not require any additional PPE than would normally be worn.</p>	<ul style="list-style-type: none"> <li>- First aid books and/or tablets are accessible throughout.</li> <li>- Sufficient PPE and first aid equipment across all sites.</li> </ul>

		<p>All equipment to administrator first aid, including wipes, gloves, bandages and plaster are disposed of after use.</p>	<p>Ensure first aiders have access to appropriate PPE kept in first aid boxes in line with,</p> <ul style="list-style-type: none"> <li>• Ensure first aiders complete training on donning and doffing of PPE</li> <li>• Manager to assess first aid needs depending on known medical conditions of staff and young people on site.</li> <li>• Following treatment, ensure both parties wash hands thoroughly for 20 seconds.</li> <li>• When using the first aid book, either digitally or manually, this should be completed with the use of PPE gloves to prevent transmission from those using the device/book.</li> </ul>	
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Working with parents/carers	Young people and staff	All parents provide approved and update GDPR and valid emergency contact details.	<p>Parents can be spoken to within any part of the building the session leader deems appropriate.</p> <p>All parents/carers and/or other adult, must wear a mask when in contact</p>	- Props/signs
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Responding to <b>Omicron variant of COVID-19</b> cases (test and close contact) and isolation periods	Young people and staff	Testing kits and testing days	<p>This guidance has been updated to reflect changes to self-isolation requirements for contacts of people who have been identified as a suspected or confirmed case of the <b>Omicron variant of COVID-19</b>,</p> <p><b>For those who have tested positive with the Omicron variant of COVID-19,</b></p> <ul style="list-style-type: none"> <li>- All staff over the age of 18 years and 6 months must self-isolate for 10 days if they receive a positive Omicron test, <b>regardless of being double vaccinated</b></li> <li>- As with other contacts required to self-isolate, they must complete their full isolation period even if they receive a negative test result during this period (5 days). The public health advice for</li> </ul>	<p>Testing Kits</p> <p>Risk Assessment</p> <p>On call covid manager</p>
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			<p>people with symptoms of, or a positive test result for COVID-19 remains the same for everyone.</p> <p>Contact with someone with a positive <b>Omicron variant of COVID-19,</b></p> <p>A contact is a person who has been close to someone who has tested positive for <b>Omicron variant</b> COVID-19. You can be a contact any time from 2 days before the person who tested positive developed their symptoms (or, if they did not have any symptoms, from 2 days before the date their positive test was taken), and up to 5 days after, as this is when they can pass the infection on to others. Contact is determined by:</p>	
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			<ul style="list-style-type: none"> <li>• anyone who lives in the same household as another person who has COVID-19 symptoms or has tested positive for COVID-19</li> <li>• anyone who has had any of the following types of contact with someone who has tested positive for COVID-19: <ul style="list-style-type: none"> <li>○ face-to-face contact including being coughed on or having a face-to-face conversation within one metre</li> <li>○ been within one metre for one minute or longer without face-to-face contact</li> </ul> </li> </ul>	
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			<ul style="list-style-type: none"> <li>○ been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day)</li> </ul> <p>A person may also be a close contact if they have travelled in the same vehicle or plane as a person who has tested positive for <b>Omicron variant</b> COVID-19.</p> <p>In the event of receiving a positive <b>Omicron variant of COVID-19</b> or close contact, you should notify the Youth Zone as follows,</p> <ul style="list-style-type: none"> <li>● Contact a member of SLT or OLT at first opportunity. These include,</li> </ul>	
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			<ul style="list-style-type: none"> <li>○ Leon Crosby</li> <li>○ Fahima Iqbal</li> <li>○ Hannah Allen</li> <li>○ Louise Wright</li> <li>○ Mark Lawes</li> <li>● BYZ representatives will request the following information <ul style="list-style-type: none"> <li>○ Nature of your concern, whether its a positive Omicron or close contact</li> <li>○ The date of your test notice or close contact</li> <li>○ Your work pattern and key others you have been in contact with as per the guidelines for “close contact” above</li> <li>○ You will be asked to remain away from the work place for 5 days from the contact start date or positive test. It may be that Track and</li> </ul> </li> </ul>	
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			<p>Trace formally inform you of these periods</p> <p>Responding to Covid-19 which <b>isnt</b> the <b>Omicron variant of COVID-19</b>,</p> <p>For Young People and Service user,</p> <ul style="list-style-type: none"> <li>• In the event, a young person and/or adult/carer informs us their young person has received a positive test, <ul style="list-style-type: none"> <li>○ Request information of when they started to show symptoms or the date of the positive. Transfer that date to the young person's Salesforce account (front note on the young person so it shows immediately) and state a 5 day</li> </ul> </li> </ul>	
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			<p>"Covid no access period" from the date of symptoms or known test date.</p> <p>For staff,</p> <ul style="list-style-type: none"> <li>• Notify your line manager at first opportunity</li> <li>• You will be asked to remain from work from the date of your symptoms or known test date</li> </ul>	
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Review date: Progressive    Reviewed by: Leon Crosby

