



Covid-19 Risk Assessment for Lochranza Centre CIC

The technical name of the virus that causes COVID-19 is severe acute respiratory syndrome coronavirus 2, abbreviated as **SARS-CoV-2**

Whilst the Covid-19 virus can cause serious illness, especially for vulnerable adults with underlying health conditions evidence suggests that for the majority (particularly children and young people) they will experience a mild to moderate illness.

Whilst this is a complex and changing situation, there is enough known about the epidemiology of Covid-19 to provide a risk based approach to operate Outdoor Education.

The assessment below has been developed based on the following principles:

- That we will act together to ensure the safety and reassurance of all staff, children & young people.
- PPE will be recommended according to evidence of **efficacy and assessment of clinical risk**.
- All efforts will be made to secure a reliable and adequate supply of suitable PPE.
- PPE does not negate the need for social distancing and hand and respiratory hygiene.
- Having entered a period of sustained, community transmission, all staff and clients are approached as potentially carrying Covid-19.

Potential Hazard	Risk	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level
Covid-19	Staff not having appropriate knowledge on virus, transmission and risk leading to increased transmission of covid-19	Employee, guests, visiting workers, member of the public	<p>All staff to keep themselves updated and follow the latest Government and national Public Health guidelines via https://www.gov.uk/coronavirus https://www.nhs.uk/conditions/coronavirus-covid-19/</p> <p>Anyone in a vulnerable group (see appendix 3) needs to follow the shielding protocols and should not come to the Centre to work or participate on a course.</p>
Covid-19	Contagious people coming into the centre leading to increased transmission of covid-19	Employee, guests, visiting workers, member of the public	<p>To help ensure that the risk of virus spread is as low as possible, the centre to tell staff and potential visitors, including customers and contractors, not to enter the centre if they are displaying any symptoms of coronavirus (COVID-19) or if they should be self-isolating.</p> <p>Anyone showing the symptoms (new continuous cough and/or a high temperature) should not come to work and should follow the relevant government protocols at home and before coming back to work, this will last at least 7 days.</p> <p>Anyone living in a household where someone is showing symptoms should stay at home for 14 days . If they then become ill then they must continue to isolate for 7 days from when they first showed their own symptoms.</p>
Injury during travel, whilst onsite or during sessions.	Increased pressure on an already stretched NHS	Employee, guests, visiting workers, member of the public	Higher risk tasks to be avoided where possible e.g. work at height. Activities & Field Studies should not take place in remote locations for the time being – ‘North Arran Walk’ & Goatfell for example.

Transmission of Covid-19 via arrival at setting	Increased transmission of virus on arrival at Centre	Employee, guests, visiting workers, member of the public	<p>Staff and guests to be encouraged to consider how they arrive at the Centre, and reduce any unnecessary travel on public transport where. Walking, cycling and individual group use use of cars, mini buses & coaches to be encouraged.</p> <p>Signage to encourage visitors to remain in their vehicle on arrival and call reception rather than wander around the site.</p> <p>Handwashing on arrival to be encouraged.</p>
---	--	--	--

<p>Inadequate implementation of social distancing at the centre</p>	<p>People being unable to adhere to social distancing therefore increasing the transmission and spread of Covid-19</p>	<p>Employee, guests, visiting workers, member of the public</p>	<p>Groups to have their own base room & buildings, separate to other groups.</p> <p>Visiting group lunch times, break times, and movement around the site to be staggered where possible to reduce gatherings.</p> <p>Common Room time will be allocated to group on a rota basis.</p> <p>Corridor doors will be open during the day to prevent continuous contact. For fire prevention reasons, all doors require to be closed overnight when buildings are occupied.</p> <p>Dinning room capacity has been reduced to 32 students & 4 staff. Where groups larger than 32 are on site, meal times will be staggered.</p> <p>Everyone to be encouraged to follow the social distancing guidelines</p> <p>Work to be undertaken in different areas where possible.</p> <p>The overall capacity of the Centre will be reduced to 50 student max or single group occupancy.</p> <p>Unnecessary sharing of close office space to be avoided and ideally staff to avoid using computers that have been used by others in the previous 72 hours.</p> <p>When indoor seating in the same space is necessary, seating to be arranged a safe distance apart. Good ventilation required when sharing internal spaces.</p> <p>Separated group toilets to be used where possible.</p> <p>Unnecessary staff gatherings to be avoided.</p> <p>Staff and visiting group leaders to be aware of key national guidance for school/education settings.</p>
---	--	---	--

<p>Poor hand & respiratory hygiene</p>	<p>Poor hand & respiratory hygiene leading to increased transmission of covid-19</p>	<p>Employee, guests, visiting workers, member of the public</p>	<p>Follow Hand Washing protocol at appendix 1 below https://www.who.int/qpsc/clean_hands_protection/en/</p> <p>Soap and water, and regular handwashing for at least 20 seconds, is the best way of staying safe. Handwashing with soap employs mechanical action that loosens bacteria and viruses from the skin, rinsing them into the drain. Drying hands afterwards makes the skin less hospitable to the virus. Hand sanitiser can be effective if soap is not available, or the situation makes using soap less feasible (for example, when outside), but using hand sanitiser provides none of the virus-destroying friction that rubbing your hands together and rinsing with water provides.</p> <p>Staff and visitors should be reminded to wash their hands for 20 seconds more frequently than normal, including on arrival at the setting, before and after eating, and after sneezing or coughing.</p> <p>Staff should supervise young children to ensure they wash their hands for 20 seconds with soap and water (or hand sanitiser if soap is not available or feasible in the particular situation)</p> <p>Coughs and sneezes to be caught in tissues. Bins for tissues should be emptied throughout the day.</p> <p>Some children and young people with special educational needs and disabilities may require additional support in following public health advice, or may find frequent handwashing distressing. Visiting staff should know where this is likely to be the case, and how they can best support individual children and young people.</p>
<p>Surfaces contaminated with Covid-19</p>	<p>Increased transmission of covid-19 via surface – face contact</p>	<p>Employee, guests, visiting workers, member of the public</p>	<p>Regular points of contact such as door handles, push plates, code pads and WC levers should be cleaned regularly unless it is already known (with certainty) that the building has not been in use for 48hrs.</p> <p>It should be assumed this is not the case unless there is knowledge to the contrary.</p>
<p>Intimate care and minimising the risk of Covid-19</p>	<p>Intimate care procedures leading to increased</p>	<p>Employee's & guests</p>	<p>The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs, sneezes or speaks. These droplets are too heavy to hang in the air. They quickly fall on floors or surfaces. The advice for schools,</p>

	transmission of covid-19		<p>colleges and childcare settings is to follow steps on social distancing, handwashing and other hygiene measures, and cleaning of surfaces.</p> <p>If you are not providing intimate care to someone, PPE is not needed.</p> <p>Some children, and young people with special educational needs, may be unable to follow social distancing guidelines, or require personal care support. In these circumstances, staff need to increase their level of self-protection, such as minimising close contact (where appropriate), cleaning frequently touched surfaces, and carrying out more frequent handwashing. School staff should continue to use the PPE that they have always used (such as an apron and gloves) when undertaking more intimate care with pupils.</p> <p>.</p>
When travel in a vehicle is required	Sharing a vehicle where social distancing is not possible leading to increased transmission of covid-19	Employees, guests and transport providers	<p>When using a private vehicle to make a journey that is essential, cars, mini buses & coaches should only be shared by members of the same group.</p> <p>When using public transport to get to Lochranza Centre visiting groups should follow guidelines set at that particular time.</p> <p>Staff where possible should use their own vehicles when working with groups.</p> <p>If you have to share your vehicle – remember to wipe down the car after the visit has taken place e/g steering wheel, handbrake, door handles etc with an antibacterial wipe (dispose of the wipes by double bagging) and open windows.</p>
Increased lone working	Becoming injured when help is not at hand	Employees and contractors	<p>Many social distancing measures result in an increase in lone working, something that is usually minimised.</p> <p>If you are lone working it is important to follow lone working guidance and ensure a buddy system is implemented and you are in regular contact re your whereabouts.</p>

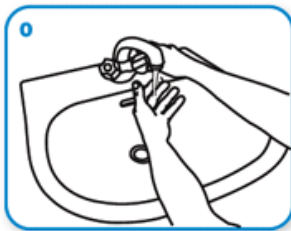
<p>Managing risk of an individual displaying symptoms</p>	<p>Proximity to a person displaying covid-19 symptoms leading to increased transmission of covid-19</p>	<p>Employee, guests, visiting workers, member of the public</p>	<p>https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19</p> <p>If someone becomes unwell and starts to display symptoms and starts to display with a new, continuous cough or a high temperature in an education setting they must be sent home and advised to follow the staying at home guidance.</p> <p>A room will be set aside at Lochranza Centre for the purposes of short term social isolation of guests & staff, should this be required.</p> <p>If an affected person is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door. If they are a child, depending on the age of the child appropriate adult supervision may be required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p>
<p>Deliveries and Maintenance on site</p>	<p>Increased number of people onsite leading to increased transmission of covid-19</p>	<p>Employee, guests & visiting workers</p>	<p>Only essential repairs and maintenance work should be carried out</p> <p>Deliveries that need to be handled immediately should be sanitized with wipes before taking them inside the premises</p> <p>Keep deliveries to a minimum with important items only.</p>

Appendix 1: Clean hands protect against infection (WHO protocol)

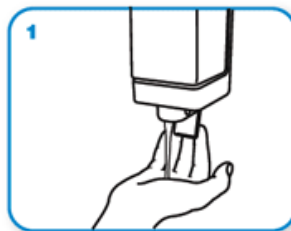
Protect yourself

- Clean your hands regularly.
- Wash your hands with soap and water, and dry them thoroughly.
- Use alcohol-based handrub if you don't have immediate access to soap and water.

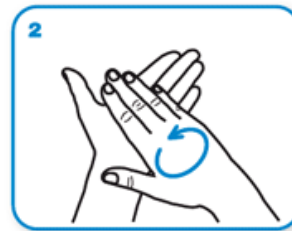
How do I wash my hands properly? Washing your hands properly takes about as long as singing "Happy Birthday" twice, using the images below:



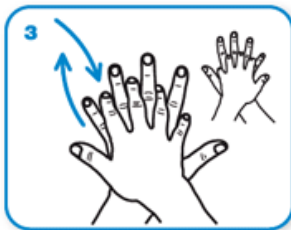
Wet hands with water



apply enough soap to cover all hand surfaces.



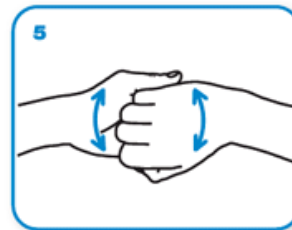
Rub hands palm to palm



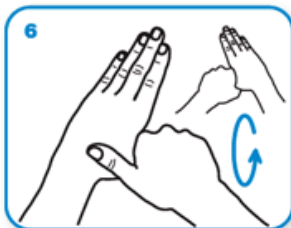
right palm over left dorsum with interlaced fingers and vice versa



palm to palm with fingers interlaced



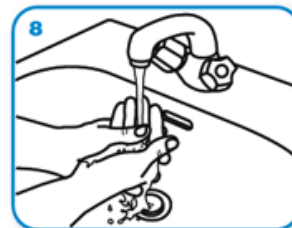
backs of fingers to opposing palms with fingers interlocked



rotational rubbing of left thumb clasped in right palm and vice versa



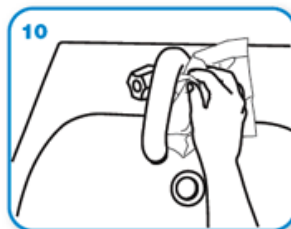
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



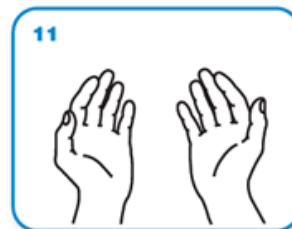
Rinse hands with water



dry thoroughly with a single use towel



use towel to turn off faucet



...and your hands are safe.

i.	Handwashing Protocol	Attached at appendix 1 above https://www.who.int/gpsc/clean_hands_protection/en/
ii	Respiratory hygiene protocol	This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately. https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public
iii	Momentary contact	Relates to ad hoc interventions that may create proximity to bodily fluid – e.g. a driver putting a seatbelt onto a client.
iv	Sessional use	Surgical facemask can be used multiple times and need not be disposed of until wet, damaged or uncomfortable. https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6
v	Intimate care	Is defined as a role which is personally supporting the client to bathe, wash, feed etc. where there may be close proximity to bodily fluids.
vi	Donning and doffing	Refers to the correct method by which PPE should be put on and taken off. https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures https://www.youtube.com/watch?v=-GncQ_ed-9w
vii	Disposal of PPE	PPE should be bagged and disposed of in a lidded bin followed by close adherence to hand washing protocol.
viii	Shielded person	Definition at appendix 3.
ix	Single use	Refers to disposal of PPE after each client interaction.
x	PHE Covid-19 IPC	https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&utm_medium=email&utm_campaign=govuknotifications&utm_content=immediate

Appendix 3

People falling into this **extremely vulnerable group** include:

1. Solid organ transplant recipients.
2. People with specific cancers:
 - people with cancer who are undergoing active chemotherapy
 - people with lung cancer who are undergoing radical radiotherapy
 - people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
 - people having immunotherapy or other continuing antibody treatments for cancer □ people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
 - people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
3. People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe COPD.
4. People with rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as SCID, homozygous sickle cell).
5. People on immunosuppression therapies sufficient to significantly increase risk of infection.
6. Women who are pregnant with significant heart disease, congenital or acquired.

NB: Patients should have received notification directly from the government and or their GP practice about whether they fall into this group and how to reduce their risk.