

COVID-19 Desford Risk Assessment



The policy position of the Health and Safety Executive (HSE) is that First Aid Training required to comply with Health And Safety or other legislation can continue to take place under relevant coronavirus restrictions [read more here](#)

Scope Of Assessment



As a business we have a legal responsibility to protect our trainers & delegates from risk to their health & safety. We have put together a Covid-19 Desford Risk Assessment which outlines what measures are in place to minimise the risk. This risk assessment has been produced using government guidance at the current time of writing and the changes to our training has been guided by the Resuscitation Council UK Statement found [here](#). This risk assessment will be reviewed and updated on an ongoing basis in line with any changes/updates in government legislation and any other ongoing updates/changes which require consideration.

Covid-19 Symptoms

The main symptoms of Covid-19 are:

- High Temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- New, continuous cough – 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)
- Loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

This information has been provided by the NHS and can be found on <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

Reviewed Date	Creator Name & Signature	Approver Name & Signature
This is a Live Document	Connor Kenney - Finance & HR Manager 	Tracey Dangerfield - Chief Executive Officer 
What are the hazard (s)?	Who Might Be Harmed?	What are we doing?
If a delegate who is infectious with Covid-19 or displays symptoms which may be passed to other delegates	Delegates Trainer	<ul style="list-style-type: none">• As part of our booking terms and conditions it is stated that if a delegate is experiencing any Covid-19 symptoms or has a confirmed case of Covid-19 or has recently been instructed via the NHS track and trace to self-isolate, then they must continue to self-isolate and not attend the course.• We will send the person who books a reminder email before the course starts which will include instruction for the delegate to not attend if the above applies.• We still aim for our courses to be fun and have made them as interactive as possible.

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Delegates or trainers can emit water droplets that travel approx. 1m when talking and particularly if they cough or sneeze.	Delegates Trainer	<ul style="list-style-type: none"> • As per HSE guidance the centralised air conditioning system will remain switched off and fresh air supply will be used ie windows being kept open during hot weather • Delegates and trainer will remain socially distant as much as possible throughout the entire course. • Should delegates need to cough/sneeze this should be done in a tissue, which will be provided in each delegates workstation box, and this is to be disposed of immediately. Failing that delegates should cough into a bent elbow and never cough without covering their mouth/nose. Hands should be sanitised immediately after and these instructions will be supervised by the trainer throughout the course. • We recommend that both trainers and delegates wear face coverings when entering our training venues and moving around the building, Delegates are positioned in the training room to have a 1m plus distance between each other, and plenty of space around for when delegates use our manikins.
Delegates or trainers may contract the virus by touching contaminated surfaces then touching their mouth, nose or eyes	Delegates Trainer Other person(s) within building	<ul style="list-style-type: none"> • We have 1 allocated toilet within the communal areas to avoid sharing with neighbouring businesses. This is made clear through signage. The landlord has informed us that there will be more frequent cleaning of the toilets and communal areas. • 1 cup, a spoon, glass, and a water bottle will be provided for each delegate & individual tea/sugar & coffee in bowls to avoid shared touch. We are not providing lunch for our delegates to reduce further risk. • Delegates will be reminded to sanitise frequently throughout the course ie on arrival, after every practical session, and after touching any shared equipment/common touch objects. • After every course the trainer will clean and sanitise rigorously and set up the room ready for the next course. There will be a checklist for trainers to sign for monitoring purposes. • Each delegate is to have their own workstation box which includes all the course paperwork, tissues, hand gel, first aid supplies, glass, and a cup required for the course. • Trainers will wear a fresh uniform each day. • Training centre will have an automatic hand gel dispenser for delegates & trainers to use. There will also be a dispenser within reception area if required. • There will be a sign outside the training centre informing delegates that we will open our doors 10 minutes before the course starts (to prevent groups of people waiting in reception areas)

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CPR Manikin Hygiene: If manikin hygiene is not strictly adhered to, there is a risk of passing the virus from shared use.	Delegates Trainer	<ul style="list-style-type: none"> • Shared manikins will be kept to the same small group of delegates. Delegates will be instructed to clean the manikin after their use. They will also be instructed to sanitise their hands prior to using the manikins and any other course resources • A 'double fail-safe' level of protection will be in place to prevent the possibility of cross contamination from rescue breaths. Combinations include: a) 1:1 manikin ratio b) Shared manikins - each delegate will be issued with 1 Adult, 1 Child, 1 Baby lung to be able to perform rescue breaths on assessment points only, and 70% alcohol wipes to be used after each delegate use. This means delegates can safely practice rescue breaths because we will change the lungs of the manikins after each person has demonstrated rescue breaths. • All lungs will be disposed of in outside bins once course is completed.
There is a risk of infection from shared resources	Delegates Trainer	<ul style="list-style-type: none"> • We have additional props for delegates to use so they do not need to work with other delegates during practical activities. • We have made changes to the course content to include additional video demonstrations to ensure delegates still leave their course feeling confident as well as competent.
Fire safety/Tests	Delegates Trainer Other person(s) within building	<ul style="list-style-type: none"> • Fire extinguishers are kept behind the doors, which will prevent delegates from touching them unnecessarily • Delegates & trainer will be advised to remain socially distant in the event of any fire alarm/emergency light tests and asked to sanitise upon returning into the building.
NHS Track & Trace	Delegates Trainer	<ul style="list-style-type: none"> • Upon arrival delegates will be asked to write their name, contact number & company name in case information is needed for the NHS Track And Trace purposes in line with government guidance. • All delegates who show symptoms of COVID-19 or who have been asked to self-isolate due to NHS track and trace etc. must not attend the course.
Accident/Emergency Situation	Delegates Trainer Other person(s) within building	<ul style="list-style-type: none"> • In the event of an emergency social distancing measures will be advised until it is unsafe to do so, for example, an accident, provision of first aid, fire, break in. Anyone involved in the assistance of emergencies will be asked to sanitise when deemed safe to do so and face coverings will be encouraged where possible.

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Travel	Delegates Trainer Other person(s) within building	<ul style="list-style-type: none">• Delegates are advised to follow all travel guidance provided by the government with relation to the use of all forms of transport and travelling in groups.
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