

COVID-19 Northampton Risk Assessment



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 Northampton 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 assessment takes into consideration First Aid training guidelines; we recognise that delegates need to be confident in providing first aid during the Covid-19 pandemic, but also, the first aid qualification varies depending on the course from 1-3 years. So, we recognise the need to train delegates to confidently provide first aid after the pandemic too. This risk assessment will be reviewed and updated on a weekly basis in line with any 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.

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<p>Delegates or trainers can emit water droplets that travel approx. 1m when talking and particularly if they cough or sneeze.</p>	<p>Delegates Trainer</p>	<ul style="list-style-type: none"> • Delegates and trainer will remain 2m socially distant as much as possible throughout the entire course. • Delegates will receive instructions on respiratory hygiene on arrival. Should they need to cough/sneeze this should be done in a tissue, which delegates should bring with them each day, 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. The video can be found following the link: https://youtu.be/1APwq1df6Mwb • Both trainers and delegates are required to wear face coverings when entering the training room and moving around the room. Delegates can remove their face covering when seated 2m apart. Trainers can remove their face covering to present the course but must be positioned at least 2 meters from the delegates.
<p>Delegates or trainers may contract the virus by touching contaminated surfaces then touching their mouth, nose or eyes</p>	<p>Delegates Trainer Other person(s) within building</p>	<ul style="list-style-type: none"> • Delegates will be welcomed upon arrival through the entrance at the back of the building and led to the training room. • Trainers will be provided PPE including hand sanitiser and gloves which are encouraged to be used upon first entry and handling. • Only 2 people can be in the toilets (male/female/disabled) at any one time. Toilets will be cleaned as regularly as possible. • Delegates will be advised to sanitise before making a drink and disposable gloves are available. Delegates are to bring their own food if they wish as we will not currently be providing lunch. • 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 thoroughly (they must wear full PPE). There will be a checklist for trainers to sign for monitoring purposes. • Each delegate will receive their own hand sanitiser and set of lungs to be used throughout the course. • Delegates will receive instructions on "how to wash hands" - this will be carried out on all courses. The link to the video is found here - https://www.youtube.com/watch?v=aGJNspLRdrc • Trainers will wear a fresh uniform each day. • Only 1 delegate is permitted in the kitchen at any one time. Coffee & tea will be supplied by ourselves however we encourage delegates to bring their own cold drinks and food. Area is to be cleaned after each use and wipes will be provided by SkillBase. • 2 hand sanitising stations will be provided for use both in the lobby at the front door and in the corridor when leaving.

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<p>CPR Manikin Hygiene: If manikin hygiene is not strictly adhered to, there is a risk of passing the virus from shared use.</p>	<p>Delegates Trainer</p>	<ul style="list-style-type: none"> • Shared manikins will be kept to the same small group of delegates (up to 3-4). Delegates will be instructed to clean the manikin after use to minimise risks of the virus spreading. They will also be instructed to sanitise their hands prior to using the manikins and any other course resources • Manikins will be cleaned after each course in line with manufacturers cleaning guidelines • A 'fail-safe' level of protection will be in place to prevent the possibility of cross contamination from rescue breaths. 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 bins provided
<p>There is a risk of infection when cleaning/servicing CPR manikins</p>	<p>Delegates Trainer</p>	<ul style="list-style-type: none"> • All trainers must use personal protective equipment (PPE) when disassembling manikins for cleaning or servicing. This applies to cleaning of any other training resources too. PPE includes - re-usable washable face mask, disposable gloves, disposable apron & eye protection. A cleaning box will be provided which includes all necessary equipment and will be taken out of the training room each day.
<p>There is a risk of infection from shared kit and bandages</p>	<p>Delegates Trainer</p>	<ul style="list-style-type: none"> • Bandages – there will be 3 options to manage the risks of infection spreading through shared use of bandages. 1. Each delegate will receive their own bandage to keep / dispose of when finished. 2. Delegates place used bandages into a container which we will then quarantine before they are used again. Also, before delegates make contact with any course resources they will be asked to hand sanitise. 3) Delegates will be demonstrated bandaging via a video shown on the course • Anaphylaxis pens will be used by delegates for demonstration and practicing for assessment point. Delegates will sanitise hands before use and the pens will be cleaned with 70% alcohol wipes in between each use. Social distancing will be considered during the passing of objects - e. g. placing them on the table for a delegate to collect as opposed to passing them in person.
<p>Fire safety/Tests</p>	<p>Delegates Trainer Other person(s) within building</p>	<ul style="list-style-type: none"> • Fire evacuation plan is placed in each room and is to be adhered to in the event of a fire. Social distancing will be in place as much as practically possible • Fire alarms are tested once a week usually prior to a course commencing. The fire evacuation plan is to be followed if this occurs during a course.

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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. A link to the form can be found here https://docs.google.com/document/d/10jnEz-FrRsYjUly7qj1llv-gyAHEJnh9Q-dzIDLHJA/edit?usp=sharing
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 remain 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.
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.