

## Risk Assessment Form – COVID19

<b>Date:</b>	Apr 2021	<b>Assessed By:</b>	A.MEE (School Technical Manager)	<b>Activity\Location</b>	Psychology Lab use in Link Building and PSQ
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What are the hazards?	Who might be harmed and how?	Controls in place	Risk	Additional considerations	Review period
Vulnerable groups	Staff, students and visitors - Identified members of higher risk groups should not be put at risk by lab use.	Screening of lab users, both internal and members of the public to ensure high risk groups should be excluded from any activity or access to lab space. Screening will be based on the University form found here: <a href="#">LINK</a> . Visitors who have been vaccinated twice will be privileged over other visitors.	(2*4) 8	Following health assessment – you may need to consider additional controls or exclusion from lab activity	Monthly
Surface contact	Staff, students and visitors - Contracting the virus through contact with infected surfaces.	Lab doors only opened by technical staff or researchers by prior arrangement. Surfaces and all hardware cleaned after every singular use where applicable. Disposable gloves worn where appropriate. Hand sanitiser used before and after lab usage.	(2*4) 8		Monthly
Lab access and equipment loan	Staff, students and visitors - Contracting the virus through contact.	Any required lab space pre-opened for access. Any required lab equipment pre-set up in room. External loan equipment thoroughly cleaned going out and on return.	(2*4) 8		Monthly
Personal contact	Staff, students and visitors - Contracting the virus through contact.	Researchers to maintain a suitable distance from participants (current guidelines: 2 m apart). All individuals to wear a face covering mask at all times whilst inside the building. All researchers and participants must follow indicated building circulation routes. Limiting the number of participants at any one time and giving clear guidance on social distancing and hygiene. If social distancing cannot be maintained, researcher must contact the school safety officer to explore whether adequate PPE can be provided, and write a specific risk assessment. Screening process for signs of illness: questions will be systematically asked on arrival. Staff, students and visitors are required to use the NHS Test and Trace system upon entry in the building.	(2*4) 8	If a participant is showing signs of illness on arrival they should be asked to leave immediately. If a participant is showing signs of illness during a session they should be asked to leave immediately and the lab use halted until a thorough cleaning process has taken place.	Monthly

		<p>Room occupancy: please refer to the building plan on the School site where each room shows how many people can be there at once, based on the 2 meters distancing rule.</p> <p>The researcher will update students and visitors about any health safety breach (if researcher develops CV19 symptoms or comes in contact with someone with CV19 or CV19 symptoms). If health safety is breached, the researcher will encourage the volunteers/students he came in contact with to use NHS Test and Trace system and request a test if they develop symptoms. Bookings will ensure a minimum of 30 minutes between visits, so that cleaning can take place, and to reduce the likelihood of waiting. In that unlikely case however, people will be made aware of the 2 metres social distancing.</p>			
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**SIGNATURE:** \_\_\_ *Anthony Mee* (Responsible Person)

**SIGNATURE:** \_\_\_ Tim Hollins \_\_\_\_\_ (Head of School)

**DATE:** \_\_\_\_\_ April-2021 \_\_\_\_\_

**REVIEW DATE:** \_\_\_ June -2021 \_\_\_\_\_

	5	10	15	20	25
Consequence	4	8	12	16	20
	3	6	9	12	15
	2	4	6	8	10
	1	2	3	4	5
	Likelihood				