



COVID-19 Risk Assessment

Code of practice	Activity	Location/s	Person/s covered	SEVERITY	LIKELIHOOD		
					Unlikely	Possible	Highly likely
COVID-19 Secure – Guidelines for Fieldwork	Field-based activity	UK	All employees and volunteers	Slight	Trivial. No action	Low. Control. Notify later	Medium. Control. Notify later
				Major	Low. Control. Notify later	Medium. Control. Notify later	High. Eliminate risk or STOP! and notify now
				Severe	Medium. Control. Notify later.	High. Eliminate risk or STOP! and notify now	High. STOP! and notify now.

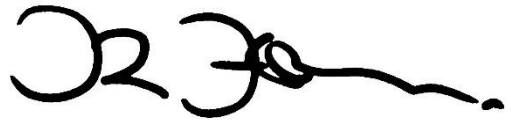
Common Hazards	Risk	Existing controls	Likelihood	Severity	Risk Rating
Employee/Volunteer Sickness – Unconfirmed COVID-19	Loss of employees/volunteers due to self-isolation whilst awaiting results of COVID-19 testing Decrease in delivery of work	Employee works at home/specified location (if possible) or takes paid sick leave as detailed in BC sickness policy. Follow governmental guidance on testing and implement track and trace. Await results of test DO NOT undertake any field-based activities	Highly Likely	Major	High
Employee/ Volunteer Sickness – Confirmed COVID-19	Confirmed case of COVID-19 within organisation	The Public Health local protection team will contact SLT and conduct a Risk Assessment Track and Trace protocols will commence. England , Northern Ireland , Scotland and Wales . Advice will be provided on cleaning communal areas	Highly Likely	Severe	High

Travel	Risk of spread of COVID-19 through vehicle	<p>BC Pool Cars will not be available for use. BC employees and volunteers to use own vehicles and reclaim mileage as per expenses policy.</p> <p>Staff and volunteers should aim to travel the shortest distance possible.</p> <p>Rubbish to be removed and disposed safely after every journey.</p> <p>Single person refuelling. Use hand washing or hand sanitiser before resuming your journey. If gloves are available on forecourt you can use these.</p> <p>Maintain airflow in vehicle whilst driving by opening window/sunroof but be aware of potential aerosol presence in proximity of pedestrians/cyclists/runners.</p> <p>Vehicles should be parked with at least one vehicle length around the entirety of their own and other vehicles.</p> <p>Bicycles should be secured at the designated cycle point/location determined as appropriate with at least two metres around the entirety of their own and other bicycles.</p> <p>The following areas must be cleaned with bleach/anti-bacterial cleaning fluid after every use:</p> <ul style="list-style-type: none"> - All surfaces and objects visibly contaminated with body fluid - All high contact areas such as steering wheel, door handles, dashboard, hand brake, keys <p>Hands to be sanitised upon entry/exit of vehicle.</p>	Possible	Major	Medium
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General spread of infection during COVID-19	COVID-19 is community spread and pose risk to all employees – must consider risk groups	<p>High Risk Groups</p> <ul style="list-style-type: none"> - Clinically Extremely Vulnerable Individuals (CEVI) (- Clinically Vulnerable Individuals (CVI), <p>Should always check the latest advice from their respective countries.</p>	Highly likely	Major	High
Fieldwork spread of infection during COVID-19	<p>COVID-19 is community spread and pose risk to all employees.</p> <p>Provide clear guidance to staff, volunteers and public</p>	<p>Where multiple people are meeting social distancing and safety measures to include:</p> <ul style="list-style-type: none"> - Full compliance with government restrictions on number of people who can meet on site (links available within guidance document) - Onsite briefing to highlight risk assessment and additional risks on day - Hand sanitiser to be carried by all staff and volunteers to be used frequently through day - After all contact with high-contact surfaces such as gates and doors use hand sanitiser where handwashing is not available - Where possible, signs erected to display activity being undertaken with reminders of social distancing - Staff and volunteers to wear or carry and display high-visibility vest - Identify site bottlenecks and implement priority direction of travel with supporting signs - Implement distance of at least two metres from next person, where possible - Work back-to-back or side-to-side where possible. AVOID face-to-face work - Shorten timings of activity - Use own equipment – no sharing unless equipment can be cleaned between use - Clean all field equipment before and after use - Stagger lunch breaks and maintain social distancing throughout 	Possible	Major	Medium

Lone Working	Additional risk comes from lone working and increased pressure on emergency services	<p>Any lone work should be conducted in accordance with Code of Practice 16 and Risk Assessment 16. Work areas should be assessed prior to commencement of any lone workings and activity should only be undertaken if confident they are within capacity and capability.</p> <p>Buddy system must be implemented ensuring up to date contact details, schedule for activity and location prior to each activity.</p>	Possible	Major	Medium
Overnight accommodation	COVID-19 is community spread and pose risk to all employees.	<p>Staff may travel further and make use of holiday accommodation if necessary. This should be agreed with your line manager.</p> <p>Accommodation should be checked to ensure that there are relevant social distance practices in place and if there are shared facilities, that these have cleaning programmes to minimise risk.</p>	Possible	Major	Medium
First Aid during COVID-19	Risk of spread due to first aid requirements	<p>If the individual cannot self-administer first aid, in line with government advice wash your hands or use an alcohol gel, before and after treating a casualty.</p> <p>For serious injury, assess the situation, <u>make the individual safe and call emergency services for support.</u></p> <p>Because of the heightened awareness of the possibility that the victim may have COVID-19, Resuscitation Council UK offers this advice:</p> <ul style="list-style-type: none"> - Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. Do not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in any doubt 	Possible	Major	Medium

		<p>about confirming cardiac arrest, the default position is to start chest compressions until help arrives.</p> <ul style="list-style-type: none"> - Make sure an ambulance is on its way. If COVID 19 is suspected, tell them when you call 999. - If there is a perceived risk of infection, rescuers should place a cloth/towel over the patients mouth and nose and attempt compression only CPR 			
Welfare of staff and volunteers	Mental Health and general wellbeing	<p>If anyone does not feel well for whatever reason they should not commence or should stop activity.</p> <p>Staff and volunteers must ensure their nominated buddy has details of location and timings. Staff to add details to their Outlook calendar.</p> <p>Employee Assistance Programme available for staff to access for confidential advice and guidance</p>	Possible	Major	Medium

Signed	<i>V. Webb</i>
Date	4 September 2020
Countersigned	

Assessor: Review specific site conditions and activities and record any additional hazards and controls.		
Site:	Assessor:	Date:

Common Hazards	Risk	Existing controls	Likelihood	Severity	Risk Rating