



Activities Covered by this Risk Assessment	Deep Cleaning for Coronavirus (Under Public Health instruction)		
School	[add school details]	Department	Whole School
<p>Background: Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with body fluids can be cleaned as directed by any existing workplace risk assessment or manufacturer’s instructions on the safe use of their cleaning products e.g. Cleaning of Bodily Fluids risk assessment. Spillages of blood and body fluids should be managed in accordance with the organisation’s spillage procedures, before cleaning and disinfection. If any items are heavily contaminated with body fluids and cannot be appropriately cleaned, consider discarding. Gain permission to do this from the owner. If an area can be kept closed and secure for 72 hours, wait until this time for cleaning, as the amount of virus contamination will have decreased significantly. The area can then be cleaned as directed by any existing workplace risk assessment or manufacturer’s instructions on the safe use of their cleaning products.</p>			

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done?
Chemicals (cleaning products)	Staff, volunteers	Only approved cleaning substances to be approved and each has a COSHH assessment. Priority over less harmful chemicals when ordering supplies. All necessary PPE should be supplied, for example, rubber gloves. Ensure staff are aware of the use of the area they are cleaning (for example, a laboratory) and ensure that necessary precautions are taken and communication with the users made if necessary. Store chemicals in a sufficient manner. Staff to report if they suffer from any skin problems so that chemicals can be assigned appropriately, and necessary measures taken. Mops and brushes to be provided to avoid	M	M	M	All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: -objects which are visibly contaminated with body fluids -all potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells -Use disposable cloths or paper roll and disposable mop heads, to clean and disinfect all hard surfaces or floor or chairs or	M	L	L			



<p>Chemicals (cleaning products) continued</p>		<p>direct contact with chemicals. Wash and dry any reusable gloves after use and store adequately. Use products in accordance with the label directions and safety data sheet. Staff are trained how to safely use and store cleaning products.</p>				<p>door handles and sanitary fittings in the room, following one of the two options below: -use either a combined detergent disinfectant solution at a dilution of 1000 parts per million available chlorine or -a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer’s instructions for dilution, application and contact times for all detergents and disinfectants or -if an alternative disinfectant is used within the organisation, this should be checked and ensure that it is effective against enveloped viruses. Avoid creating splashes and spray when cleaning.</p> <p>Any cloths and mop heads used must be disposed of and should be put into the waste bags as outlined below.</p> <p>When items cannot be cleaned using detergents or laundered, for example upholstered furniture and mattresses, steam cleaning may be used.</p>						
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<p>Waste (in the event of possible COVID 19 case)</p>	<p>Staff, Volunteers</p>	<p>Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths, tissues, and masks if worn) should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should be put in a suitable and secure place and marked for storage until the individual’s test results are known. Children, pets, pests etc. should not be able to access this place. Waste should NOT be left unsupervised on the pavement awaiting collection.</p> <p>If the individual test is negative, this can be put in with the normal waste.</p> <p>If the individual tests positive, then place bags in orange or yellow container or bags and arrange disposal as Category B waste. Contact your local or Health Protection Team for further information.</p> <p>Arrangements need to be made for collection by an appropriate organisation.</p>	<p>M</p>	<p>L</p>	<p>L</p>							
<p>Slips trips and falls</p>	<p>Staff, volunteers</p>	<p>Ensure all spillages are dealt with immediately and the floor is dry. Cones should be used to indicate wet areas that are drying. Mop floors starting from the furthest point away to avoid standing on wet floors. Ensure that mops are adequately rung as to avoid excess water. Ensure walkways are free from obstruction. Do not overfill buckets and sinks etc... Staff should wear boots with good grip. Ensure staff know the layout of the buildings they are cleaning. Cleaners to use the electrical sockets closest to the area they are working to avoid trailing leads. The room users should adhere to an adequate level of housekeeping.</p>	<p>M</p>	<p>M</p>	<p>M</p>							

<p>Manual Handling</p>	<p>Staff, Volunteers</p>	<p>Ensure that information, instruction and training has been provided and a manual handling assessment taken place. Ensure safe lifting techniques are used and where possible, loads should be transported by trolley or another type of lifting device. Heavy loads should be spilt into smaller ones if possible. Do not overfill any bags or boxes. Equipment, such as hoovers, should be supplied on each floor or a lift available so that it is not necessary to transport it up and down stairs.</p>	<p>M</p>	<p>M</p>	<p>M</p>									
<p>Working at Height</p>	<p>Staff, Volunteers</p>	<p>Appropriate equipment must be provided, and staff trained how to use it (e.g. a ladder). Position ladders etc. adequately to avoid stretching and twisting. Ladders should only be used for low-level, short-duration work (less than 30 minutes).</p>	<p>H</p>	<p>L</p>	<p>M</p>									
<p>Cleaning Machines (including steam cleaners)</p>	<p>Staff, volunteers</p>	<p>The correct machines should be provided for the task. The manufacturers recommendations should be followed to maintain a machine. Staff are trained/provided with instructions on how to use and clean machines. Machines are regularly examined/serviced so that minimal cleaning is required. Do not try to use a machine if faulty and report any faults immediately.</p>	<p>M</p>	<p>L</p>	<p>L</p>	<p>Where steam cleaning is required, specific instruction/training will be required following manufacturer’s instructions. An individual risk assessment may be required to take into consideration the hazards from hot steam.</p>								
<p>Lone working</p>	<p>Staff</p>	<p>Staff and management should adhere to the lone working policy in place at the establishment. Working at height whilst lone working is prohibited.</p>	<p>M</p>	<p>L</p>	<p>L</p>									



Electrical Equipment	Staff, volunteers	Staff are Instructed in basic electrical safety and to do pre-use, visual checks. Any defective equipment should not be used and should be reported and isolated. Any equipment should be PAT tested annually.	M	L	L									
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To add more rows to the risk assessment, place the cursor within the last row right click and select insert row below.

During this activity, what could go wrong resulting in an emergency situation?	Lone working, slip, trips and falls, work at height, manual handling, incorrect use of machinery and chemicals, volunteers not instructed on procedures
How could this emergency situation be prevented / controlled?	Use of controls mentioned above.
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	First aiders, colleagues,
Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?	Staff not adhering to infection control measures

Risk Assessor (s) Name(s):	To be completed	Risk Assessor(s) Signature (S):		
Authorised By:		Authoriser Signature:		Initial
Date Conducted:		Date of Next Review:		
		Date of Review:		
		Date of Review:		
		Date of Review:		
		Date of Review:		



Potential Severity of Harm	High Death, paralysis, long term serious ill health.	Medium	High	High
	Medium An injury requiring further medical assistance or is a RIDDOR incident.	Low	Medium	High
	Low Minor injuries not resulting in any first aid or absence from work.	Low	Low	Medium
		Low The event is unlikely to happen.	Medium It is fairly likely to happen.	High It is likely to happen.
Likelihood of Harm Occurring				

Risk Rating Definitions	
Low	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
Medium	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
High	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a High , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.