

COVID 19 RISK ASSESSMENT

Restaurant: Rare Restaurants
Department: All Restaurant
Assessor Full name: Tatiana Mosquera
Signature: *Tatiana Mosquera*

Date of Review:	09/04/2021
Next Review Date:	09/04/2022

Areas Covered: All Restaurant
Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK DR= Severity X Likelihood	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher that 3	Responsible person	Date of completion
Re- opening sites	All employees Members of public	<ul style="list-style-type: none"> • COVID19 return to work questionnaire to be completed for all employees prior re-commencing work. This includes specific questions to assess whether a person may be clinically extremely or vulnerable or clinically vulnerable. • Clinically extremely vulnerable employees to follow the government guidelines during the pandemic peak. this includes people with: specific cancers, organ transplant, severe respiratory conditions, rare diseases with significant risk of infection, people on immunosuppression therapies with significant risk of infection, pregnant woman with a heart disease • Clinically vulnerable employees to be advised to stay at home and work from home where possible, but can still attend work if they cannot work from home. This includes people with: chronic (long-term) mild to moderate respiratory diseases, chronic heart disease, chronic kidney disease, chronic liver disease, chronic neurological conditions, diabetes, a weakened immune system, being seriously overweight, pregnant women • All employees need to complete and sign-off the Covid-19 training and assessment with the line manager upon returning to your restaurant • If an employee or someone she/he lives with has any symptoms in line with Covid-19, the employee MUST NOT come to work. The employee must inform their line manager and self-isolate for the required period. • Legionella checks on water systems take place prior to reopening • Reopening checks in place. • Adequate ventilation in place •NEW NHS QR code poster is on display at entrances or at order points 	2	1	2	Low (1 -2)			

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Travel to and from workplace	All employees Members of public	<ul style="list-style-type: none"> • People who can work from home should continue to do so. • Where possible travel to and from workplace should be done at the quietest times and use of public transport should be avoided. • Staggered shift patterns may be implemented to allow better travel times. • All employees must travel into work in separate clothes to those that they will be wearing inside the site, this includes shoes. • All employees must travel to and from work in their own mask. • Social distancing of 2 m apart from others need to be maintained throughout the journey. <p>Refer to the specific entering and leaving the premises safe system of work</p>	2	1	2	Low (1 -2)			
Arriving at work & leaving work	All employees Members of public	<ul style="list-style-type: none"> • Rotas have been staggered to avoid overcrowding BOH areas, entrances and exits on arrival and departure times • All employees MUST always wash and sanitise their hands thoroughly immediately upon arriving to work. • All employees MUST wear a mask while on shift at all times. Contractors and visitors are expected to wear a face covering before entering and must keep it on until they leave • Before entering the premises all employees must have their temperature checked and complete the daily health check register. If someone has any symptoms, the employee will be sent home and ask to self-isolate for the required period. • Employees must change into a clean uniform (including shoes) • Personal clothes to be stored in locker or a sealed bag • Phones, personal belongings, or accessories (i.e. jewellery, watches etc) are stored in a designated area to prevent use and touching whilst at work or if they must be used, these are sanitised effectively before use • Employees MUST Leave the site promptly following their shift and not loiter or wait for others. <p>Refer to the specific entering and leaving the premises safe system of work</p>	2	1	2	Low (1 -2)			

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Handwashing & Hygiene	All employees Members of public	<ul style="list-style-type: none"> Hand sanitizer stations have been installed in all reception areas, washrooms, and at all FOH and BOH staff entrances and key points in the restaurant i.e. handwash sinks, changing rooms, waiter stations, kitchen pass, meeting rooms. Hands are washed and sanitised thoroughly for at least 20 seconds upon leaving home and immediately upon arriving to work, and then at a minimum of 30 minutes intervals throughout your shift. Posters displayed in guest toilets and BOH areas to remain guest and employees to wash and sanitise their hands regularly and how to do that. Cough or sneeze into a tissue and bin immediately. If a tissue is not at hand than cough or sneeze into the crook of your elbow (inside of your elbow) <p>Refer to the specific handwashing safe system of work</p>	2	1	2	Low (1 -2)					
Uniform & Personal protective equipment	All employees Members of public	<ul style="list-style-type: none"> All employees must wear unsoiled clean laundered uniforms every day. Chefs must wear masks and hats as standard while on shift. Chefs to place used uniform in dirty laundry bin. All front of house staff to place their working cloths into sealed bag to carry home. All staff MUST wear approved disposable mask while on shift at all times. These should be changed once a shift or if they become damp, soiled, or if you have touched it. Compliance with wearing of face covering/mask of all staff to be visually checked on arrival by the manager on duty, head chef or sous chef. When wearing disposable gloves and disposable aprons for any duty the employees must remember to dispose of and refresh them every 30 minutes, and also if they leave the premise at any point (break etc). Hands need to be always wash before putting gloves on If leaving and returning the site after a long break, the team member will complete the process as if it was the beginning of their shift. This includes a full change of clothing and re-washing hands. 	2	1	2	Low (1 -2)					
Delivering First Aid	All employees Members of public	<ul style="list-style-type: none"> Hands are washed or sanitised before and after dealing with a casualty wherever possible First Aider will wear a mask wherever possible when treating injured party. First Aider will wear gloves prior to handling any dressings. Gloves are always worn when dealing with open wounds Cuts and grazes will always be covered with waterproof dressing and gloves Waste is disposed of safely If CPR is required, any helpers must remain 2m away from the first aider and the casualty. The helper may swap roles with the first aider, but will maintain 2m distances from each other A towel or piece of material will be placed over the mouth and nose of the casualty where possible as a makeshift mask. 	2	1	2	Medium Low (3)					
Suspected case whilst working on site	All employees Members of public	<ul style="list-style-type: none"> If a team member develops a high temperature, respiratory illness, difficulty Breathing or a persistent cough while at work, they will: <ol style="list-style-type: none"> Return home immediately . Avoid touching anything . Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. Follow the guidance on self-isolation and not return to work until their period of self isolation has been completed. Once the team member has left, a precautionary clean is carried out . Testing is encouraged to provide confirmation of whether the symptoms are COVID-19. If the test returns negative, then the individual and family unit may return to work. <p>Refer to the specific Hygiene and cleaning safe system of work.</p>	2	1	2	Low (1 -2)					

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Social distance in: working areas Back of house and Common areas	All employees Members of public	<ul style="list-style-type: none"> All restaurant capacities have been reduced by 30% group wide Start times are staggered to avoid overcrowding entrances, changing rooms, BOH and exits. Putting teams into shifts to restrict the number of workers interacting with each other. Teams to be split into smaller groups working the same shifts where possible to reduce the spread of infection. Enter and leave the building using the one-way' or "give way" traffic system accordingly, where possible the site will have more than one entry point use one for entering the building and one for exiting. A minimum safe social distance of 2 meters or 1m with risk mitigation needs to be maintained between employees and also between employees and guests, suppliers or visitors. This includes all work areas, entrances, receptions, exits, rest areas, toilets, lifts and kitchen Reviewing layouts and processes to allow staff to work further apart from each other. Where it is not possible to move working areas further apart, arranging people to work side-by-side or facing away from each other. Also, if a task require 2 people them minimise the time team are in close proximity with one another to. Keep these periods under 15 mins Entrances, reception, outside areas set-up with floor markers to help employees, guests and visitors comply with social distancing guidelines . Break times are staggered to reduce pressure on the staff break rooms or places to eat and ensuring social distancing Social distancing is adhered to in the queue, both inside and outside of the premises Live performances are not carried out. If someone is not respecting the safe social distancing space, they need to be reminded about the measures that are in place in a calm, polite and friendly way. if Head Office staff intend to visit multiple sites, physical distancing must be adhered to. 	2	1	2	Low (1 -2)			
		<ul style="list-style-type: none"> All employees must refrain from physical contact where possible and where not deemed necessary for their employment,. For example: shaking hands or kissing hello/goodbye, sharing of food or drinks is not permitted and sharing of work equipment, tool's or office supplies should be avoid. If that is not possible a drop off zone needs to be assigned. All washroom doors and cubicles have been fitted with forearm pulls to avoid hand contact. Doors to kept open, where possible to avoid hand contact. This does not apply to fire doors. A 'one-way' or 'give away' traffic system are implemented in restaurants where possible. Employees to reduce movement around buildings by discouraging non-essential movements. Use radios where possible. Employees that work in one place, must remain there without moving to other areas unless necessary. Kitchen access is limited to essential people only. Only designated employees are allowed to access walk-in pantries, fridges and freezers. This should be at one at a time only Kitchen employees should minimise interaction with front of house staff, or delivery drivers, including when on breaks Discourage visitors to the restaurant, with meetings being conducted remotely. Where visitors/contractors are necessary, inform them of the controls on site before arriving. Use telephone systems and teleconferencing to reduce face to face meetings. If meeting must be held in person, a 2m distancing should be maintained and avoid sharing appliances. Holding meetings outdoors or in well-ventilated rooms whenever possible. Meeting room layouts should be changed to ensure 2m distancing can be maintained. Maintenance work should be organised when minimal people are on site such as overnight or early morning. Prioritise safety during incidents - In an emergency, for example, an accident or fire, people do not have to stay 2m apart if it would be unsafe. Once the emergency is over, wash hands. Each shift with reduced team will still have a First Aider and Fire Warden as a minimum. Urinal dividers installed <p>Refer to the specific social distance safe system of work</p>							

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Cleaning	All employees Members of public	<ul style="list-style-type: none"> • 30-minute cleaning and sanitisation of surfaces programme are in place to prioritise potential hand contact areas and preparation surfaces. • All common areas, surfaces, tools, and equipment that are frequently touched should be wiped down with sanitizer spray on every 30 minutes and after every use. • Aggressive spray bottles of disinfectant on a surface are avoided to minimise the risk of spreading any virus. With soft spray or pouring technique in use. • Mops and brushes are assigned for each area • Staff should wear disposable gloves or washing-up gloves and aprons for cleaning. Throw them away in the regular rubbish after cleaning is finished • Sanitiser that is effective against COVID 19 to be used. Ensuring correct contact time and dilution rate • A procedure is in place for handling any potentially contaminated waste. • Each department must have their own wipe down checklist ready and in place for every shift. Timed and signed. • A specific team member is designated to complete cleaning of toilet areas to prevent potential contamination • During peak periods, full time cleaners will be in attendance. • Any member of the team using the office to work must sanitize the desk, computer, keyboard, mouse, and phone before and after its use. • All working areas should be clean and cleared of clutter. • Ensure all cloakroom areas are sanitized as part of your closedown procedure. • After cleaning, wash your hands according to the handwashing safe system of work <p>Refer to the specific Hygiene and cleaning safe system of work</p>	2	1	2	Low (1 -2)			

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Goods Deliveries	All employees Members of public	<ul style="list-style-type: none"> Reduce the number of deliveries to the site, for example by increasing the size of orders reducing frequency. Stop personal deliveries to the workplace. To maintain distance Items should be dropped by suppliers in a designated location. If employees are on site whilst the delivery is being made, it needs to ensure they keep 2 meters distance from the supplier when deliveries are received. Ensure a sign is in place at the point of delivery instructing delivery persons to observe the 2 meters rule and where delivery is to be left. If products need to be transferred between sites send by courier or taxi where possible, avoid to send an employee to collect them. Whilst unpacking the deliveries staff should wear a disposable apron and it is disposed of after the job is completed Hands should always be washed thoroughly after handling delivered items. Where possible and safe, having single workers load or unload vehicles. Where possible, using the same pairs of people for loads where more than one is needed. Enabling drivers to access welfare facilities when required, consistent with other guidance. Encouraging drivers to stay in their vehicles where this does not compromise their safety and existing safe working practice, such as preventing drive-always. Creating one-way flow of traffic in stockrooms 	2	1	2	Low (1 -2)			
Delivery & takeaways	All employees Members of public	<ul style="list-style-type: none"> Deliveries to be completed by Deliveroo only Packing order procedures in place For collection a designated pick up area defined, and physical distancing enforced Sanitiser stations are available, and use encouraged upon entry to the premises <p>Refer to the specific delivery & takeaways safe system of work</p>	2	1	2	Low (1 -2)			

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Service of food and drinks	All employees Members of public	<ul style="list-style-type: none"> • Guest are allowed to consume food or drinks on the restaurants only if they are seated outdoors . • Guest will not be able to relocate inside if the weather does not permit sitting outside. No inside seating is to be offered. • Guest must wear face covering at times while at the restaurants, except when seated at a table to eat or drink. Therefore, upon arrival and when moving around the restaurant in order to use the toilet or exit, a mask must be worn. staff must remind guest to wear face covering. However, the staff is not responsible for enforcing guests face covering law. This is an important reminder to help mitigate transmission. • Signage to be displayed through the restaurant to remind guest and any visitors to remain socially distanced • At the front of the queue, contact details must be taken for all guests within the booking including name, phone number, the date and time of arrival is taken (only if guests have not checked in using NHS QR code poster) and held for 21 days in line with track and trace requirements. Team verify guests have checked in if using the NHS QR code . Guests must be refused entry if they refuse to provide their contact. • Seating – Guests must remain seated at all times when on the premises (inside or outside) apart from when entering, exiting or using the toilet. Guests will not be served food or beverages unless sat at a table • Ensure all reservation times are staggered to avoid queuing at reception. • *Return times* will be given to all reservations. • All tables are to be spaced 2 meters apart. • To help avoid further queuing the coat check will not be offered to guests on arrival. • Guests will no longer be given coat tags • Menus will now be printed on disposable. Guests can also access our menus online • Table mise end place is now reduced to avoid contamination • Laundered napkins will no longer be used 								
		<ul style="list-style-type: none"> • The guest self---service of food, cutlery and condiments will be minimised to reduce risk of transmission. For example, providing cutlery and condiments only when food is served. request. Packaged paper straws will be served with drinks as standard. • Waiter stations in our restaurants will be stocked with sanitising wipe packs for your request. • Making guest aware of, and encouraging compliance with, limits on gatherings on arrival or at booking. Gatherings are limited to 6 people or 2 house holds. Keep groups apart • Don't exceed the maximum number of guests allow according to the restaurant capacity to meet the social distance guidelines. • Guests will be offered 'Mindful Dining' or 'Non-Contact' service options to minimise staff contact with guests. • A pre-order service will be offered to those guests choosing to dine on 'Non-Contact' service. • When taking orders, a minimum distance of 1m must be adhered to and where possible, stand further away or to the side rather than face to face. A mask must be worn by the server during this process. • Ensure guests queue at a safe distance for toilets • Remind guest who are accompanied by children that they are responsible for supervising them at all times and should follow social distancing guidelines • For payment, all leather bill folders have been replaced with bill trays to minimize contact. • Rare restaurants are now a cashless restaurant as standard. Payment to be taken at the table only. • Clear guidance on expected guest behaviours, social distancing and hygiene to people on or before arrival, in online booking forms, our website and on---site signage. Our guests must understand that failure to observe safety measures will result in service not being provided. • Written and spoken communication is provided about the latest guidelines to both our teams and guests inside and outside of the restaurants • Lower music and other background noise. Prevent shouting, singing and dancing in the restaurant by making sure music and broadcasts are played at a low volume. • Front of house staff should minimise interaction with kitchen staff, or delivery drivers, including when on breaks 	2	1	2	Low (1 -2)				

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Bar operations	All employees Members of public	<ul style="list-style-type: none"> • All bar stools have been temporarily removed from bar and lounge areas. Vertical drinking will not be permitted until further notice. • Bar tops will be cleared of garnishes, herbs, and caddies to ease the cleaning and sanitizing of it. • Bartenders must sanitize their bar tools regularly and after sharing. • All water and wine bottles must be sanitized before serving. • Packaged paper straws will be served with drinks as standard. 	2	1	2	Low (1 -2)				

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Meetings (Business lunch & Dinner)	All employees Members of public	<ul style="list-style-type: none"> • Use telephone systems and teleconferencing to reduce face to face meetings. If meeting must be held in person, a 2m distancing should be maintained, including when attendees arrive and leave the meeting. Avoid sharing appliances, such as pens, documents, whiteboards, laptops and mouse. • A maximum of 30 people can attend the meeting. Dependant on room size • Holding meetings outdoors or in well-ventilated rooms whenever possible. • Hold meetings outdoors or in well-ventilated rooms whenever possible • Meeting room layouts should be changed to ensure 2m distancing can be maintained. • Meetings will be concluded in the shortest reasonable time. • Meeting rooms are to have enhanced cleaning, with areas being disinfected before and after meetings. • Table furniture will be limited to only what is necessary and will be fully cleanable. • Attendees must not attend the meeting if they are exhibiting COVID-19 symptoms, sharing a household with someone who is or have test positive for COVID-19 in the last 10 days. • Attendees must not attend the meeting if they have been required to self-isolate by NHS Test and Trace or due to travel to/from certain countries as per Government guidance. • All attendees will be required to provide their contact details for the purposes of NHS Test & Trace. • Attendees must wear a face covering until they are seated and if they leave their seat e.g. to go to the toilet • Hand sanitiser will be provided at the entrance to the meeting room for everyone to use. • Attendance MUST maintain a safe physical distance of 2m or 1m with risk mitigation at all times during the meeting and avoid sharing appliances, such as pens, documents, and whiteboards. • Hand contact surfaces and touch points will be identified and thoroughly cleaned and sanitised at regular intervals. • Doors (excluding fire doors) will be propped open to avoid hand contact and promote ventilation. • If presentations are being made as part of the meeting it should only take place if the room is well ventilated. The presenter must also remain socially distanced from the rest 	2	1	2	Low (1 -2)			

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COVID LATERAL FLOW TESTING RISK ASSESSMENT

Restaurant: Rare Restaurants
 Department: All Restaurant
 Assessor Full name: Tatiana Mosquera
 Signature: *Tatiana Mosquera*

Date of Review:	09/04/2021
Next Review Date:	09/04/2022

Areas Covered: All Restaurant
 Date Amended:

Hazards: COVID-19 Virus Biological Hazard. The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK DR= Severity X Likelihood	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher that 3	Responsible person	Date of completion
Initial Preparations	All employees	<ul style="list-style-type: none"> • Testing staff identified and trained in conducting the lateral flow test. • Disposable gloves, disposable plastic apron and fluid resistant face mask are available. • Testing kits to be supplied to the restaurant • Ensure there are sufficient waste bags available. • Ensure timers are available and in good working order. • Ensure tissues, hand sanitiser, sanitizer and blue paper rolls are available. • Secure storage space allocated for testing kits. • Plan out a testing area and workflow. • The lateral flow test needs to be conducted before the arrive to work or at the start of each shift every 3 days to be able to work. • Content of the risk assessment to be communicated with all staff • All the staff are communicated on the testing approach. • All employees to follow the company's Health and safety and covid safety measures. • Regular and random checks at your site to ensure everyone understands and is working in line with the correct procedures. 	2	1	2	Low (1 -2)			
Preparation of Testing Area	All employees	<ul style="list-style-type: none"> • Checklist of the testing procedures in place • Test area has adequate light and good airflow • Testing station set up providing enough space to carrying out the test and processing the samples. • Site review and solution for ensuring privacy put in place. • Wipeable tables and chairs Provided • Test card prepared • Schedule staff testing • One-way direction of travel for staff. If not possible, enough room should be provided for staff to exit room whilst maintaining social distance. Compliance with this is to be ensured by management staff. • Signage in place in addition to verbal reminders to ensure staff maintain minimum 2m apart at all times in the testing and waiting areas. • Maximum 3 people are allowed in the testing area (this includes the people that are carrying out the test). • Waste bin provided next to table where the test is conducted with double bag. 	2	1	2	Low (1 -2)			

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Arriving and leaving the testing area	All employees	<ul style="list-style-type: none"> All employees are advised in advance NOT come to work if they have any symptoms in line with Covid-19, or live with someone who is showing symptoms of Covid-19 or if they have returned within 10 days from a part of the world included in the red list travel ban countries or have been in close contact with someone who is displaying symptoms. The employee must inform their line manager and self-isolate for the required period. 2m apart social distancing to be maintained between staff on arrival and whilst queuing to be tested. Staff to follow the maximum capacity rule in the waiting area. Compliance with this is to be ensured by management staff. Face coverings/masks to be worn by all staff at all times whilst on the restaurant. Compliance with this is to be visually checked on arrival by the manager on duty, head chef or sous chef. All staff MUST wash or sanitise their hands thoroughly for at least 20 seconds immediately upon arriving to the restaurant. 	2	1	2	Low (1 -2)			
Testing	All employees	<ul style="list-style-type: none"> The testing area MUST be kept organised and tidy up at all times. 2 metre rule for all staff in the testing area Testing is voluntary, but all employees are strongly encouraged to participate to reduce the risk of transmission in our restaurants. Hand sanitiser to be used by the testing staff before, during and after performing the tests. All testing staff to wear disposable gloves, disposable plastic apron and fluid resistant face mask at all times when the test is carrying out. Gloves to be changed after each test. The mask needs to be changed immediately upon arriving to the testing area or when it becomes moist. Apron to be changed on leaving the testing area and hands to be washed or sanitised. Do not use the kit if the pouch is damaged or the seal is broken. Do not use the extraction solution if it has expired Testing staff to be extra careful when handling the extraction solution to prevent splashes on their face and/or eyes. Whilst the test is taking, the employee needs to remove their mask from their nose, but the mouth still needs to be covered. Correct testing step by step to be followed as trained. Handle all the samples as potentially infectious. All staff MUST sanitise their hands after blowing their nose and before leaving the testing area. The testing area to be sanitised between each tests, including wipe down of all potential touchpoints (tables, chairs, pens etc). Cleaning equipment to be available to clean spillages (towels, mop, bucket and wet floor sign). Spillages of the extraction solution which comes with the test kit to be wiped up and dispose of cleaning material in the dedicated waste bin provided for the test process. A designated isolation area identified whilst awaiting results. If that is not possible, the staff needs to leave the premises to wait for the results. 	2	1	2	Low (1 -2)			

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Sample processing & Test Analysis	All employees	<ul style="list-style-type: none"> Sample handled by one person only. Sample carefully handle until the result are obtained. Test results recorded as (N=Negative, P=Positive, I=Invalid), marking result on the test card. <p>Negative Lateral Flow Test Result ✓ The employee can continue with its normal activities until the next test is due.</p> <p>* Positive Lateral Flow Test Result ✓ The employee needs to be tested again using the Excalibur test kit, if the result is still positive, that person is not allowed to enter the restaurant and they need to book a PCR test through the NHS and self-isolate until they receive the results. Report that to the Operations Manager, Head of People and Health and Safety Group Manager. <i>If the PCR test is positive:</i> The employee needs to complete 10 days self-isolation All other identified close contacts and household members of this positive case need to follow the Covid national guidance. <i>If the PCR test is negative:</i> The employee can continue with its normal activities until the next test is due.</p> <p>* Invalid Lateral Flow Test Result ✓ Employee is called for a retest.</p>	2	1	2	Low (1 -2)						
Storage	All employees	<ul style="list-style-type: none"> Secure Storage Facilities Identified Kits should be stored at room temperature (2-30o C) and the testing room and the test kit need to be room temperature (between 15-30o C) prior to use. The test device should remain in its original sealed pouch until ready for use. After opening, the test device should be used immediately. Do not reuse the device. 	2	1	2	Low (1 -2)						
Waste disposal	All employees	<ul style="list-style-type: none"> Use dedicated waste bin with double bag at all times. Hazard and waste bagged up appropriately and disposed of in a secure way, after each testing session. Bins to be sanitised when emptied and appropriate bags replaced. 	2	1	2	Low (1 -2)						
Cleaning of Blood or body fluids Spillages	All employees	<ul style="list-style-type: none"> Blood or body fluids, always to be treated as potentially infectious. To clean spillages you need to ensure you are wearing appropriate PPE, Cordon of the affected areas then place blue paper over the complete spillage to absorb and contain it. Apply a combined detergent and disinfected to the blue paper and leave it for 3 minutes. After 3 minutes remove the blue paper and put that in a plastic bag and place that in the designated bin. After that the area needs to be washed thoroughly with blue paper or disposable mop and a solution of general purpose detergent and warm water. Finally the area need to be disinfect using a disinfectant, blue paper and dry the area. The bucket needs to be cleaned with fresh water and general purpose detergent, then rise and dry. Blue paper to be placed in a designated bin. PPE needs to be removed and hands washed using the hand hygiene technique. 	2	1	2	Low (1 -2)						

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