

**SEVERITY**

<b>H&amp;S</b>	No Injury	Slight	Minor	Serious	Major
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<b>RISK RANKING</b>		
1 - 5	MINOR RISK	MONITORING REQUIRED
6 - 15	SIGNIFICANT RISK	LOOK TO IMPROVE / REDUCTION OF RISK REQUIRED
16 - 25	MAJOR RISK	STOP PROCESS - TAKE IMMEDIATE ACTION

Doc Ref: HSF001	Health and Safety Risk Assessment Template	 <b>Bromsgrove District Council</b> www.bromsgrove.gov.uk  <b>REDDITCH BOROUGH COUNCIL</b> making a difference www.redditchbc.gov.uk
Date: 02/01/19	<b>GENERAL TRANSMISSION OF COVID-19</b>	
Version: 1.0		
Author: Martyn Bradley		

**Date of Assessment:** 14.05.20


**Risk Assessment Number:** TRA019

**Assessor(s):** Martyn Bradley / Guy Revans


**Review Date:** 30.09.20

**Person(s) at Risk:** Employees

Hazard		Current Controls	Initial Risk			Additional Controls	Residual Risk		
Hazard Description	Hazard Effect	Operational Controls	Severity	Likelihood	Ranking	Operational Controls	Severity	Likelihood	Ranking
Transmission of Coronavirus (COVID-19) for Employees with no underlying health conditions	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>See additional controls as this is a new process to reflect the UK Government guidance on reducing risk of COVID-19 transmission through:</p> <ul style="list-style-type: none"> <li>• Effective social distancing,</li> <li>• Good hand hygiene</li> <li>• Good respiratory hygiene (Catch It, Bin It, Kill It)</li> </ul> <p>Although risk of transmission remains the same for all categories, this risk assessment highlights categories that are at an increased risk of developing severe illness as per vulnerable and extremely vulnerable categories identified by the NHS and UK Government</p>	5	3	15	<p>See Appendix Flowchart</p> <p>Employee to work from home where it is possible to do so</p> <p>Employee must follow social distancing measures if in the workplace as far as reasonably practicable and in line with service specific risk assessments on COVID-19, in addition to regular hand washing using soap and hot water for 20 seconds</p>	5	1	5

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Hazard Description	Hazard Effect	Operational Controls	Severity	Likelihood	Ranking	Operational Controls	Severity	Likelihood	Ranking
Transmission of Coronavirus (COVID-19) for Employees with an underlying health condition that is controlled and is not on the vulnerable list produced by the NHS	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>See additional controls as this is a new process to reflect the UK Government guidance on reducing risk of COVID-19 transmission through:</p> <ul style="list-style-type: none"> <li>• Effective social distancing</li> <li>• Good hand hygiene</li> <li>• Good respiratory hygiene (Catch It, Bin It, Kill It)</li> </ul> <p>Although risk of transmission remains the same for all categories, this risk assessment highlights categories that are at an increased risk of developing severe illness as per vulnerable and extremely vulnerable categories identified by the NHS and UK Government with specific controls to reduce their risk of exposure to as low as reasonably practicable</p>	5	3	15	<p>See Appendix Flowchart</p> <p>Employee to work from home where it is possible to do so</p> <p>Employee must follow social distancing measures if in the workplace as far as reasonably practicable and in line with service specific risk assessments on COVID-19, in addition to regular hand washing using soap and hot water for 20 seconds</p>	5	1	5

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Hazard Description	Hazard Effect	Operational Controls	Severity	Likelihood	Ranking	Operational Controls	Severity	Likelihood	Ranking
Transmission of Coronavirus (COVID-19) for Employees who are in the vulnerable category	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>See additional controls as this is a new process to reflect the UK Government guidance on reducing risk of COVID-19 transmission through:</p> <ul style="list-style-type: none"> <li>• Effective social distancing</li> <li>• Good hand hygiene</li> <li>• Good respiratory hygiene (Catch It, Bin It, Kill It)</li> </ul> <p>Although risk of transmission remains the same for all categories, this risk assessment highlights categories that are at an increased risk of developing severe illness as per vulnerable and extremely vulnerable categories identified by the NHS and UK Government with specific controls to reduce their risk of exposure to as low as reasonably practicable</p>	5	3	15	<p>See Appendix Flowchart</p> <p>Employee to work from home where it is possible to do so</p> <p>Redeployment options to be considered to allow work from home where possible or to other tasks where working in isolation is possible in the workplace – Employee to complete HSF99B COVID-19 Vulnerable Employees Workplace Questionnaire and share with line manager to assist with safer working options</p> <p>Employee must strictly adhere to social distancing measures if in the workplace as far as reasonably practicable and in line with service specific risk assessments on COVID-19, in addition to regular hand washing using soap and hot water for 20 seconds</p>	5	1	5

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Hazard Description	Hazard Effect	Operational Controls	Severity	Likelihood	Ranking	Operational Controls	Severity	Likelihood	Ranking
Transmission of Coronavirus (COVID-19) for Employees who are in the extremely vulnerable category	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>See additional controls as this is a new process to reflect the UK Government guidance on reducing risk of COVID-19 transmission through:</p> <ul style="list-style-type: none"> <li>• Effective social distancing,</li> <li>• Good hand hygiene</li> <li>• Good respiratory hygiene (Catch It, Bin It, Kill It)</li> </ul> <p>Although risk of transmission remains the same for all categories, this risk assessment highlights categories that are at an increased risk of developing severe illness as per vulnerable and extremely vulnerable categories identified by the NHS and UK Government with specific controls to reduce their risk of exposure to as low as reasonably practicable</p>	5	3	15	<p>See Appendix Flowchart</p> <p>Employee must remain at home for the period referred to in their NHS letter, working from home where possible</p>	5	1	5

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Hazard Description	Hazard Effect	Operational Controls	Severity	Likelihood	Ranking	Operational Controls	Severity	Likelihood	Ranking
Transmission of Coronavirus (COVID-19) for Employees who have a family member in the same household who is in the extremely vulnerable category	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>See additional controls as this is a new process to reflect the UK Government guidance on reducing risk of COVID-19 transmission through:</p> <ul style="list-style-type: none"> <li>• Effective social distancing,</li> <li>• Good hand hygiene</li> <li>• Good respiratory hygiene (Catch It, Bin It, Kill It)</li> </ul> <p>Although risk of transmission remains the same for all categories, this risk assessment highlights categories that are at an increased risk of developing severe illness as per vulnerable and extremely vulnerable categories identified by the NHS and UK Government with specific controls to reduce their risk of exposure to as low as reasonably practicable</p>	5	3	15	<p>See Appendix Flowchart</p> <p>If it is possible for the Employee to maintain distance within their household from the extremely vulnerable family member then they can still attend the workplace, being particularly stringent in observing social distancing measures as far as reasonably practicable and in line with service specific risk assessments on COVID-19, in addition to regular hand washing using soap and hot water for 20 seconds, but should work from home where possible</p> <p>If it is not possible for the Employee to maintain distance within their household from the extremely vulnerable family member they must stay at home, working wherever possible</p>	5	1	5

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**Additional Control Measures:**

Task	Responsible Person(s)	Date Completed
All above additional control measures to be implemented on publication of this risk assessment.	Martyn Bradley / Guy Revans	06.04.20





### Appendix – Flowchart for Vulnerable Employees (as per WM Employers)

