

Activity Risk Assessment Form		Ref. No. ARA02/21 Reviewed: 7 th March 2022	
Activity:	Working alongside Covid-19		
Location:			
Frequency and Duration:	Daily	Number of People exposed to the risks:	All Staff, Customers & Visitors
Hazards:			
<ol style="list-style-type: none"> 1. Current Guidance 2. What should we do to reduce the risk? 3. Be aware of the symptoms – Classic & Omicron 4. Where to get tested 			
RISK CONTROL MEASURES			
Existing Controls:			
<p>1. Current Guidance</p> <p>From 24th February 2022 the UK government is removing all remaining domestic Covid-19 restrictions in England. However, we need to remain vigilant and continue to take steps to reduce the risk of catching and spreading Covid-19.</p> <p>Although there is no longer a legal requirement to self-isolate if testing positive, the virus is still with us and Urban Planters have a duty of care to ensure the health, safety and wellbeing of our employees as reasonably practicable.</p> <p>It is therefore advised that those who test positive should stay at home for a minimum of 5 days and avoid contact with other people if at all possible. This could mean, working from home (if possible) or taking sickness absence if you feel unwell.</p> <p>After 5 days, a Lateral Flow Test should be taken, followed by another the next day, if both tests are negative, it is safe to return to work. Those who test positive should avoid contact with anyone, including those living in the same household.</p> <p>2. What should we do to reduce the risk?</p> <ol style="list-style-type: none"> 2.1 Get fully vaccinated. 2.2 Ventilation – let fresh air into our vehicles, offices, workspace and meeting rooms. 2.3 Clean common touch points and shared surfaces regularly. 2.4 Provide and encourage the use of sanitiser around the workplace. 2.5 Encourage regular handwashing. 2.6 Maintain social distancing wherever possible. 2.3 Consider wearing face coverings in highly populated areas. 2.4 If you have Covid symptoms, get tested. 			

3. Be aware of the symptoms

3.1 Classic

- A high temperature
- A new, continuous cough
- A loss or change to your sense of smell or taste

3.2 Omicron

- Runny nose
- Headache
- Fatigue (mild or severe)
- Sneezing
- Sore throat

4. When to get tested

Get a PCR test (test that is sent to a lab) as soon as possible if you have any symptoms of COVID-19.

The symptoms are:

- a high temperature
- a new, continuous cough
- you've lost your sense of smell or taste or they've changed

Get tested as soon as possible if you have symptoms

Book a visit to a test site to have the test today. Test sites are open 7 days a week. Order a home test kit if you cannot get to a test site.

- You need to get the test done in the first 8 days of having symptoms.
- On days 1 to 7, you can get tested at a site or at home. If you're ordering a home test kit on day 7, do it by 3pm.
- On day 8, you need to go to a test site - it's too late to order a home test kit.

[Get a PCR test to check if you have COVID-19 on GOV.UK](#)

Even if you do not have the main symptoms, you should still:

- [get a PCR test on GOV.UK](#) if you have the Omicron symptoms to check if you have COVID-19.
- follow advice on [how to avoid catching and spreading COVID-19](#)
- consider limiting contact with [people who are at higher risk from COVID-19](#)

Additional Controls:

1. The outbreak will be monitored monthly by management and a companywide approach to work alongside Covid-19 will be developed and continually reviewed.
2. The outbreak will be monitored monthly by management and a companywide approach to work alongside Covid-19 will be developed and continually reviewed.
3. All employees to be issued with the Employee H&S handbook to read and understand the Covid-19 section of this handbook.

Additional Controls:

4. The outbreak will be monitored monthly by management and a companywide approach to work alongside Covid-19 will be developed and continually reviewed.
5. All employees to be issued with the Employee H&S handbook to read and understand the Covid-19 section of this handbook.
6. All employees to read/watch and understand NHS guidance washing hands (<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>).
7. All employees to read and understand HSE guidance on The Correct Use of Face Masks <https://www.hse.gov.uk/pubns/disposable-respirator.pdf> and face fitting <https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm>
8. Keep up to date on: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Additional information

If in England call **NHS on 111**, if in Scotland call your **GP or NHS 24**, If in Wales call **0845 46 47 or 111** or if in Northern Ireland contact **0300 200 7885** where you will be assessed by an appropriate specialist. NHS guidance is that you do not go directly to your GP surgery, community pharmacy or hospital unless an emergency occurs.

NHS 111 Online Service - <https://www.nhs.uk/using-the-nhs/nhs-services/urgent-and-emergency-care/nhs-111/>

NHS Telephone Service – 111 or 18001 111 on a textphone

Name of Assessor:	Alan Page		Signature:				
Name of Employee(s):			Signature(s):	I confirm that I have been issued with this Activity Risk Assessment and understand the risks involved and the safe method of working to minimise these risks.			
Risk Rating							
Severity of Injury (S):	4	Likelihood of Injury (L):	4	Risk Rating (SxL):	16	Risk Rating	Action
Residual Risk Rating							
Severity of Injury (S):	4	Likelihood of Injury (L):	1	Risk Rating (SxL):	4	Risk Rating	Monitor