

Community of the Tree of Life Covid Risk Assessment



THE COMMUNITY OF THE
TREE OF LIFE

Site / Premises: Community House. 6-8 St Martins, Leicester, LE1 5DB.

Activity / Process: This risk assessment covers all activities taking place at the Community House during Government Roadmap Step 4. We will continue to monitor and follow government guidance as it is given.

Date Carried out / Version / By whom: 1st Sept 2021 / Version 1 / Leadership Team (Rachel, Matt & Josh).

What are the hazards?	Who might be harmed	Controls Required	Additional Information / Action Needed	Action by who	Done? Yes/No/ Ongoing
Spread of Covid-19 Coronavirus	Staff, Residents, Visitors, Contractors	<p><u>General</u></p> <p>Information on Covid Control measures must be communicated to all staff, residents and visitors.</p> <p>Staff & residents to be regularly reminded of the Covid control measures in place, during Community forum.</p> <p>Staff and residents are encouraged to get fully vaccinated and to regularly use lateral flow tests.</p> <p><u>Hand Washing</u></p>	Posters and signage to be posted in prominent locations. Covid to be on Community Meeting agenda each week.	Matt	

		<ul style="list-style-type: none"> • Hand washing facilities with soap and water available in both foyers and residential areas. All persons to wash hands with soap regularly and thoroughly, for at least 20 seconds. • Provide materials to allow drying of hands with disposable paper towels. • Pedal bins or opened topped bins will be used to reduce touch points. • Handwashing facilities will be cleaned, bins will be emptied and soap, paper towels and hand sanitiser replenished regularly. • Gel sanitiser provided in the refectory. <p><u>Cleaning</u></p> <p>Shared Spaces</p> <p>Weekly cleaning rota to ensure shared spaces – kitchen, library, lounges, meeting room, refectory chapel and foyers - are cleaned and sanitised regularly.</p> <p>Surfaces</p> <p>Weekly cleaning rota and checklist ensures ‘high use’ surfaces, such as door handles, coffee tables and light switches, cleaned regularly.</p> <p>Shared Equipment</p>	<p>Residents to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels</p> <p>Bins and paper towels provided in all toilets and ‘refill’ gel sanitiser in refectory.</p> <p>Establish rhythm of weekly cleaning and update rotas and checklists.</p> <p>Cleaning check lists to be stored on white board in the kitchen.</p>	<p>Rachel to order more paper towels</p> <p>Remove hand towels from toilets</p> <p>All residents</p>	
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		<p>Where possible, shared equipment (such as video projector, TVs, irons, kitchen appliances) to be used by one person and sanitised after use.</p> <p><u>Minimise Contact</u></p> <p>Meetings</p> <p>Conference calls used where possible. Face-to-face meetings and gatherings to adhere to room capacity and ensure adequate ventilation.</p> <p>Library: 6 Meeting Room: 8 Downstairs Lounge: 12 Residents Lounge: 12 Refectory: 24 Office: 6 Chapel: 24</p> <p>Visitors</p> <p>Visitors and contractors are welcome at the community house, providing they have no symptoms and have not been in contact with someone who has tested positive for COVID in the past 10 days.</p> <p>Staff, visitors and contractors are NOT ALLOWED to enter the Community House if they have</p>	<p>Update room capacity numbers on doors</p> <p>Where practicable a record of visitors / contractors contact details will be held for 10 days to allow contact tracing if required. Contact book in the foyer.</p>	<p>Matt to update room capacity signs</p> <p>Rachel to buy visitors book</p>	
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	<p>coronavirus (COVID-19) symptoms or have tested positive for coronavirus in the past 10 days.</p> <p>Ventilation</p> <p>Maintain good ventilation by regularly opening windows and 'non-fire' doors, allowing 'fresh air' to circulate. Especially during meetings and gathering.</p> <p>Face Coverings</p> <p>Face coverings are not required to enter the community house, but visitors, contractors are welcome to wear them if they want to.</p> <p><u>Self-isolating</u></p> <p>Self-isolating means staying in your room and having sole use of a shared shower room and toilet.</p> <p>Self-isolate straight away and get a PCR test as soon as possible if you have any of these 3 symptoms of COVID-19, even if they are mild:</p> <ol style="list-style-type: none">1. A high temperature2. A new, continuous cough3. A loss or change to your sense of smell or taste <p>You should also self-isolate straight away if:</p>	<p>Find out more information about self-isolating here ></p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/</p>	<p>Reminder during Community Meeting</p>	
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		<ul style="list-style-type: none"> - you've tested positive for COVID-19 – this means you have the virus - someone you live with has symptoms or tested positive (unless you are not required to self-isolate – see below) - you've been told to self-isolate following contact with someone who tested positive <p><u>When you do not need to self-isolate</u></p> <p>If someone you live with has symptoms of COVID-19, or has tested positive for COVID-19, you will not need to self-isolate if any of the following apply:</p> <ul style="list-style-type: none"> - you're fully vaccinated – this means 14 days have passed since your final dose of a COVID-19 vaccine given by the NHS - you're under 18 years, 6 months old - you're taking part or have taken part in a COVID-19 vaccine trial - you're not able to get vaccinated for medical reasons <p>Even if you do not have symptoms, you should still get a PCR test to check if you have COVID.</p>			
COVID symptoms, suspected case or	Staff, Residents.	If a resident develops symptoms compatible with COVID 19 (A high temperature, a persistent cough, or a loss or change to the sense of taste or smell) they should immediately self-isolate in their bedroom and arrange to take a PCR Test as soon as			

Positive PCR Test result		<p>possible. They should notify close contacts and/or make the appropriate NHS Test & Trace notification.</p> <p>Where a person tests negative for COVID, they can return to normal and stop isolating.</p> <p>Where a person tests positive for COVID 19, they should self-isolate for 10 days in their room and have sole use of a shared shower room and toilet. Food and drinks will be delivered to their door.</p> <p>Placement line manager and study program co-ordinator informed of positive test result. The NHS Test & Trace system will take steps to identify close contacts.</p> <p>All staff and residents should follow the government isolation guidelines and take a PCR test.</p>	<p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p>		
Outbreak		<p>If there are 3 or more positive cases of COVID in the community house at one given time, the house will enter a 10 day or lockdown:</p> <ul style="list-style-type: none"> - No visitors, contractors, delivery drivers will be allowed to enter the community house - Non-residential staff to work from home - All residents must NOT leave the house (unless they are going for a COVID test or vaccination). 			

		<ul style="list-style-type: none">- Those residents with a positive test result must self-isolate in their bedroom, as described above.			
Arriving from overseas		<p>New residents will be encouraged to get fully vaccinated and take a lateral flow test before they move in.</p> <p>Those traveling from overseas will need to check the red, amber, green list rules to find out what they need to do when they arrive in England and follow government guidelines.</p>	<p>https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england</p>		