

Temporary Addendum to COVID-19 Risk Assessment due to National Lockdown – 5 January 2021

During the lockdown period from 5/1/21 when [additional restrictions](#) are in place, the following is in line with current Government guidelines and restrictions and will apply to current COVID-19 Risk Assessments:

1. All staff who can work from home must do so.
2. Staff who are [clinically extremely vulnerable](#) are advised to work from home and **not** to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP and may have been advised to formally shield in the past. Staff should talk to their manager about how they will be supported, including to work from home, during the period of national restrictions. Where staff are unable to complete their work from home, they should discuss this with their line manager who may need to seek advice from HR.
3. [Clinically vulnerable](#) people are at higher risk of severe illness from COVID-19. Staff in this category can attend work if it is not possible for them to work from home. If clinically vulnerable employees have to attend a workplace to complete their work they must take particular care to follow any COVID-19 Secure Workplace rules, minimise contact with others, continue to wash their hands thoroughly and more frequently than usual and maintain thorough cleaning of frequently touched areas.
4. Pregnant staff fall in the clinically vulnerable category, therefore they should follow the above advice (set out at point 3). The [Government guidance Coronavirus \(COVID-19\): advice for pregnant employees](#) should be followed. If a pregnant worker has to attend a workplace to complete their work a specific risk assessment must be carried out to identify whether:
 - appropriate arrangements can be put in place to sufficiently minimise exposure to the virus; and,
 - the employee is able to adhere to active national guidance e.g. social distancing, hand hygiene and regular thorough cleaning of their work area.(See the links below to the LCC risk assessment templates for addressing the COVID-19 concerns of an employee and new & expectant mothers checklist and risk assessment).

For pregnant staff who are 28 weeks pregnant and beyond, or who have an underlying health condition that puts them at greater risk of severe illness from COVID-19 at any gestation, a more precautionary approach should be taken. These staff should discuss this with their line manager who may need to seek advice from HR and/or occupational health.
5. Staff living with someone who is clinically extremely vulnerable or clinically vulnerable who are unable to work from home can attend the workplace but should ensure they maintain good prevention practice in the workplace and home settings.
6. Schools will only remain open for [vulnerable children and those of critical workers](#) and will follow the Government guidance – [actions for school during the coronavirus outbreak](#). Any children whose GPs have confirmed they are clinically extremely vulnerable are advised not to attend school during the national lockdown period. Those children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves, can still attend school.

7. Schools participating in the rapid asymptomatic testing programme should follow the [mass asymptomatic testing: schools and colleges guidance](#). The Health, Safety & Quality Team is providing a general risk assessment to support schools in this exercise.
8. Establishments that remain open with reduced staff resource must have adequate emergency arrangements in place e.g. for fire evacuation, first aid, building security and lockdown. Staff must have clearly defined roles and responsibilities and the relevant competency / qualification to support their role.
9. Establishments that are closed, or remain open with reduced staff resource must have arrangements in place to allow statutory inspections and premises compliance tasks to be completed as normal to ensure the building remains safe for use and to avoid any delays when re-opening. Local inspections/tests should continue such as fire safety checks, alarm tests, weekly flushing of all water outlets, etc. Unless further lockdown restrictions are introduced that prevent travel etc., visits by contractors for the regular servicing, inspection, and/or testing of plant and work equipment will continue as normal and arrangements must be in place to allow them on site. All county council contractors work in a COVID Secure manner and will contact the premises manager prior to their visit to confirm arrangements.

Remember - Individual risk assessments addressing COVID-19 concerns of vulnerable members of staff who are in work should be reviewed regularly.

Links to LCC Risk Assessment Templates:

Risk assessment addressing COVID-19 concerns for an employee: [Intranet](#) / [Schools Portal](#)

Risk assessment guidance for completing a risk assessment addressing COVID-19 concerns for an employee: [Intranet](#) / [Schools Portal](#)

Homeworking Checklist & Risk Assessment – COVID19: [Intranet](#) / [Schools Portal](#)

Homeworking Checklist & Risk Assessment – COVID19 – manager guidance: [Intranet](#) / [Schools Portal](#)

Risk assessment for employees with a health/medical condition or disability: [Intranet](#) / [Schools Portal](#)

Guidance for undertaking a risk assessment for employees with a health/medical condition or disability: [Intranet](#) / [Schools Portal](#)

New & expectant mothers checklist & risk assessment form: [Intranet](#) / [Schools Portal](#)

Coronavirus web pages: [Intranet](#) / [Schools Portal](#)

How to progress a COVID-19 OH referral for an employee: [Intranet](#) / [Schools Portal](#)

How to progress a COVID-19 OH individual workplace assessment for a pregnant employee: [Intranet](#) / [Schools Portal](#)

This statement will be reviewed on 16 February 2021 or when Government guidance changes.