

# SKIP COVID-19 Risk Assessment

Company name: Students for Kids International Projects (SKIP)

Assessment carried out by: Martin Gribbin, Trustee responsible for Health & Safety

Date of next review: 23/01/2022

Date assessment was carried out: 23/08/22

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<b>COVID-19</b> - risk of transmission or exposure during business activities, via person to person exposure due to hygiene measures	Volunteers, beneficiaries at risk	Flexible working, overseas project reduction, continuous risk assessment and review of business activities. Encouraging compliance with government guidelines	Hand sanitizer to be available at all SKIP meetings, handwashing to be encouraged regularly, vaccination encouraged, regular lateral flow testing encouraged, including prior to events. Volunteers to be signposted to government guidance regarding COVID-19 testing and isolation for symptomatic individuals and contacts. Outdoor working to be encouraged where possible, and minimisation of meetings indoors. Utilisation of NHS COVID App on all devices to ensure contact tracing.	H&S lead for SKIP, individual branch project coordinators and event organisers to oversee. Shared use hygiene items to be covered in event costs – treasury team	September/October 2021	

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COVID-19 - risk to clinically vulnerable	Clinically vulnerable volunteers	Flexible working, encouraging compliance with government guidelines	Adjustments to be made to facilitate flexible working for at risk individuals to allow participation in SKIP. Government guidelines to be followed.	HS lead for SKIP to email NC/branches highlighting need for flexible working to continue	September/October 2021	
COVID-19 – active infection	Volunteers and beneficiaries in contact with COVID-19 cases, anyone coming into contact with infected individuals	Encouraging compliance with government guidelines	Regular reminders from all leaders/ event organisers within charity that symptomatic individuals/ contacts of COVID should not participate in face to face events and should follow government guidelines regarding testing and isolation. Vaccination and regular lateral flow testing to be encouraged	HS lead for SKIP to email NC/branches highlighting policy	September/October 2021	
COVID-19 – fomites (objects, surfaces that may transmit infection)	Volunteers and beneficiaries working with SKIP, any person in contact with surfaces/fomites which have been handled by SKIP participants	Encouraging compliance with government guidelines	Shared items and surfaces to be wiped with appropriate surface decontaminant wipes prior and post-use during SKIP activities	HS lead for SKIP to email NC/branches highlighting policy. Hygiene related items such as wipes to be covered under event costs – treasury team	September/October 2021, ongoing	
COVID-19 – venues	Volunteers and beneficiaries working with SKIP	Encouraging compliance with government guidelines	Organisers of SKIP events and activities to read COVID-19 risk assessment policy of any host venue for SKIP activities and	All event organisers throughout SKIP to consider when organising events.	September/October 2021, ongoing	

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			comply with recommendations. Busy or congested locations to be avoided where possible. Outdoor working encouraged. Social distancing and mask use encouraged in crowds/transit.	HS lead for SKIP to email NC/branches highlighting policy		
COVID-19 – activities outside of UK	SKIP overseas beneficiaries and members of collaborating organisations, SKIP volunteers contracting COVID abroad	Overseas project cancellation, remote projects	Continued review of overseas projects	SKIP trustees to keep under continual review	Ongoing	