



Hearings at Aldwych House

Risk Assessment

Risk Assessment

This risk assessment sets out the Inquiry's measures to reduce the risks from coronavirus, including:

- Twice-weekly, rapid lateral flow testing by everyone attending, including staff
- Wearing of face coverings by everyone attending, including staff
- Limited numbers attending each day with seats at least 2m apart
- Increased ventilation in the hearing room and lounges
- Increased cleaning and infection control measures
- Regular hand sanitisation points
- Social distancing

Reducing the risk of coronavirus relies on all of us making sensible decisions. That is why we are asking everyone who is considering coming to a hearing not to do so if there is any risk that they have coronavirus or they feel unwell and aren't sure why.

The Government recommends that while cases are rising, everyone needs to act carefully and remain cautious. People should wear face coverings in indoor public places and on public transport, and we should limit the number, proximity and duration of social contacts. Protecting the health of Inquiry participants and staff remains our priority and so the Inquiry will continue to require face coverings and to implement two metre social distancing.

The Inquiry will continue to update this risk assessment to ensure it meets the latest public health guidance, including any guidance specific to London.



What are the hazards?	Who might be harmed and how?	What have we already done to control the risks?	What additional actions are needed on hearing days to control the risks?	Who needs to carry out the action?	When is the action needed by?
Risk of coronavirus spread by an attendee or staff not displaying symptoms	Anyone attending the Infected Blood Inquiry's hearings: about 1 in 3 people with coronavirus have no symptoms	<p>Everyone who registers to attend is expected to take a COVID-19 lateral flow test before travelling to Aldwych House.</p> <p>If you register to attend a hearing you will be provided with information on how to access free COVID-19 lateral flow tests which can be taken at home or at a local community testing centre. You can choose to:</p> <ul style="list-style-type: none"> • order a free home testing kit delivered to your address • collect a free home testing kit from a local pharmacy • collect a free home testing kit or book a supervised test at a local community testing centre. <p>All Inquiry staff will take twice weekly COVID-19 lateral flow tests during hearing weeks.</p>	<p>You must have a negative lateral flow test before attending the Inquiry hearings.</p> <p>In line with current public health guidance, we are asking everyone attending to take a twice weekly COVID-19 lateral flow test during the hearing week. The test should be taken the morning you are due to attend the hearings, before arriving at Aldwych House.</p> <p>If you have a negative lateral flow test result you must continue to adhere to the other measures outlined in this risk assessment which aim to reduce the risks from coronavirus.</p> <p>If you receive a positive or void test result you should not attend the Inquiry hearings. Guidance on what you should do next is included with the testing kit.</p>	The Inquiry team and everyone attending the hearings	Ongoing during hearings

What are the hazards?	Who might be harmed and how?	What have we already done to control the risks?	What additional actions are needed on hearing days to control the risks?	Who needs to carry out the action?	When is the action needed by?
Risk of coronavirus spread - through airborne transmission between people	Anyone attending the Infected Blood Inquiry's hearings: the closer we are to each other, the easier it is to catch and spread coronavirus and about 1 in 3 people with coronavirus have no symptoms	<p>The Inquiry has limited the maximum attendance at the hearings to ensure at least 2m social distancing is observed.</p> <p>Perspex screens have been installed at key points of high contact such as the cloakroom.</p> <p>The ventilation systems in Aldwych House run with 100% external air intake. There is no recirculation of internal air.</p>	<p>You must not attend the hearings if:</p> <ul style="list-style-type: none"> • you are experiencing the symptoms of COVID-19, irrespective of test results • you live with someone experiencing these symptoms • you receive a positive or void lateral flow test result • you have been told by a close contact that they are getting a test for COVID-19 • you live in an area with localised restrictions where people are being advised not to travel • you are still within the isolation period following a trip abroad • you feel unwell and aren't sure why. <p>To facilitate social distancing during the hearings everyone attending should:</p> <ul style="list-style-type: none"> • wear a face covering, unless they are medically exempt. Sir Brian, Counsel and the witness giving evidence will not be asked to wear a face covering in the hearing room to ensure evidence can be heard clearly • keep at least 2m apart where queues may 	The Inquiry team and everyone attending the hearings	Ongoing during hearings

			<p>form including at the entrance, registration desk and toilets</p> <ul style="list-style-type: none"> • walk on the left in corridors and staircases to maintain social distancing when moving around the building • comply with the 1-person / social bubble maximum lift capacity. <p>In addition, a disinfectant fogging treatment will be used on the surfaces in the hearing room, lounges and other rooms each evening to reduce the risk of transmission.</p> <p>In the event of an emergency, such as a fire or an accident, those attending the hearings should not remain 2m apart if it would be unsafe to do so. Anyone assisting others should wash their hands at the first safe opportunity.</p>		
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What are the hazards?	Who might be harmed and how?	What have we already done to control the risks?	What additional actions are needed on hearing days to control the risks?	Who needs to carry out the action?	When is the action needed by?
Risk of coronavirus spread - through contact with surfaces	Anyone attending the Infected Blood Inquiry's hearings: coronavirus can spread from people to surfaces	<p>The Inquiry has:</p> <ul style="list-style-type: none"> provided regular hand sanitisation points throughout the Inquiry's hearing spaces introduced additional signage as a reminder about hand hygiene employed additional cleaning staff to regularly clean high contact points during the hearing sessions employed a dedicated handyperson/plumber to prioritise the immediate fixing of any reported issues with hot water or hand drying facilities <p>The Inquiry's facilities management provider, Knight Frank, have put in place risk assessments, an infection control cleaning strategy and cleaning excellence processes.</p>	<p>All refreshments will be individually packaged.</p> <p>The cleaning team will be frequently cleaning and disinfecting objects that are touched regularly, such as door handles and light switches. They will also thoroughly clean surfaces, including floors and sofas, throughout the Inquiry's hearing spaces and common areas such as the staircase, toilets and reception area each evening.</p> <p>In addition, a disinfectant fogging treatment will be used on the surfaces in the hearing room, lounges and other rooms each evening to reduce the risk of transmission.</p>	The Inquiry team and everyone attending the hearings	Ongoing during hearings

What are the hazards?	Who might be harmed and how?	What have we already done to control the risks?	What additional actions are needed on hearing days to control the risks?	Who needs to carry out the action?	When is the action needed by?
Risk of coronavirus spread following an attendee or staff member becoming symptomatic or receiving a positive test result.	Anyone attending the Infected Blood Inquiry's hearings	<p>Everyone who would like to attend will be asked to think about the risks and benefits before registering for the hearings.</p> <p>During the registration process you will be required to provide contact details which may be requested by the NHS Test and Trace service in the event of a confirmed case of COVID-19 at Aldwych House.</p> <p>Everyone attending will be required to inform NHS Test and Trace if they test positive for COVID-19 after leaving Aldwych House.</p>	<p>You must not attend the hearings if:</p> <ul style="list-style-type: none"> you are experiencing the symptoms of COVID-19, irrespective of test results you live with someone experiencing these symptoms you receive a positive or void lateral flow test result you have been told by a close contact that they are getting a test for COVID-19 you live in an area with localised restrictions where people are being advised not to travel you are still within the isolation period following a trip abroad you feel unwell and aren't sure why. <p>If you become unwell while travelling to, or while attending, a hearing you will be advised to return home and to follow the latest public health guidance. A first aider will be at the hearings and Inquiry staff will be available to assist you in making any travel arrangements.</p>	The Inquiry team and everyone attending the hearings	Ongoing during hearings

			<p>In the event that anyone who was present at, or had recently attended, an Inquiry hearing develops symptoms of, or tests positive for COVID-19, Inquiry staff will follow the processes outlined in the Inquiry Covid protocol. Actions include:</p> <ul style="list-style-type: none"> • conducting an immediate risk assessment • carrying out enhanced cleaning of the Inquiry hearing spaces and communal building areas in line with that risk assessment • working with NHS Test and Trace or the local health protection team as required. <p>Inquiry staff will provide updates on the Inquiry website of any changes to the timetable.</p> <p>Inquiry staff will continue to monitor changes to public health guidance including any guidance specific to London.</p>		
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