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(see information for pregnant women and their families link under reference documents)  The government guidance differs in relation to how far along in weeks a woman is in her pregnancy and whether or not she has any underlying health conditions which would place them at great risk of severe illness from coronavirus (COVID-19).   1. **Women less than 28 weeks pregnant and no underlying health conditions**.   Pregnant employees are advised to work only if is safe to do so.  Whether or not it is safe to work is determined by a risk assessment and input from occupational health.   1. **Women 28 weeks and beyond or with underlying health conditions.**   Women in this group are advised to take a more precautionary approach.  There is an increased risk of becoming severely ill and of pre-term birth if COVID-19 is contracted.  A risk assessment should be carried out and Occupational Health advice sought if there is a consideration of working on site.  You will need to carefully consider the level of hazard in terms of potential exposure to coronavirus.  Are any adjustments already in place for this employee? For example; social distancing, flexible working hours, working from home where possible and not absolutely necessary to come on-site?  Those with greater contact with parents or visitors, or engaged in cleaning, off-site activities or other types of activities are likely to be at greater risk than their colleagues.  Social distancing or ease of access to hand washing facilities may also increase the risk for certain categories of staff – is each individual within the acceptable parameters of risk to health in your establishment? When working from home, is there any additional support or adjustments to the duties that may need to be considered?  **Carrying out a risk assessment and seeking Occupational Health advice**   1. Draft risk assessment based on information currently known and prepare draft Occupational Health referral documentation. [See note below on risk rating] 2. Arrange to meet with pregnant employee to discuss pregnancy related risk assessment and Occupational Health referral. 3. Hold meeting and seek input and views from pregnant employee on the hazards, risk and control measures that you have in draft form. Explain that the initial documents will be shared with Occupational Health to provide advice on the risk mitigation measures identified and to obtain advice on how to support the employee at work. 4. Record and document initial risk assessment and action plan and gain employee’s agreement for Occupational Health referral. 5. Refer to Occupational Health and include the risk assessment document completed with the pregnant employee (Covid and normal new and expectant mother risk assessment) and include the establishments COVID-19 secure risk assessment. 6. Upon receipt of the Occupational Health report arrange to meet with pregnant employee to review the advice received. 7. Discuss advice and update the risk assessment and action plan as required. 8. Document decision and set a review date. 9. Keep risk assessment and working arrangements under review.   **Risk rating**  The individual’s personal circumstances should be reviewed to provide a score for each row.  Complete each row and then add all rows to provide a total risk figure.  Where a high risk category has been rated in one factor then the individual is automatically place in a high risk category.  Based on the score and considerations for the job role and COVID-19 working arrangements consider the most suitable working arrangements for the individual.  Record risk mitigation – initial assessment.  Review assessment after receipt of OH advice.  Record risk control measures and working arrangements.  Agree review date. | |  |   **Reference Documents**  Guidance Coronavirus (COVID-19): advice for pregnant employees (Updated 11 January 2021)  <https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees>  **Department for Education**  Restricting attendance during the national lockdown: schools Guidance for all schools in England  <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/958906/Restricting_attendance_during_the_national_lockdown_schools_guidance.pdf>  **Royal College of Obstetricians & Gynaecologists**  COVID-19 infection and pregnancy  <https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/covid-19-virus-infection-and-pregnancy/>  Information for pregnant women and their families  <https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/covid-19-virus-infection-and-pregnancy/#coronavirus>  **Health and Safety Executive (HSE) website**.  What to include in your COVID-19 risk assessment  <https://www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf>  Pregnant workers  <https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm#pregnant_workers>  Expectant mothers – FAQ’s  <https://www.hse.gov.uk/mothers/faqs.htm> |