



RAINHILL
HIGH SCHOOL



RainhillSixth

WARRINGTON ROAD, RAINHILL, L35 6NY

TEL: 01744-677205

Headteacher: Mrs J Thorogood BSc, NPQH

VOLUNTEERS NEEDED URGENTLY **for schools routine testing**

Would you like to volunteer and help us?

We are currently looking for an army of volunteers to carry out various roles following the Government announcement to deliver weekly lateral flow tests from January onwards to staff and pupils in secondary schools until Easter 2021.

There will be a variety of roles to be undertaken;

- Quality Lead
- Team Leaders
- Testing Assistants
- Test Processors
- COVID 19 Coordinators
- Admin roles
- Cleaners

If you are available immediately on a weekly basis, we would love to hear from you, whether you are a parent, community orientated or just have spare time on your hands. Training will be provided as well as full PPE equipment.

Please fill out the Volunteer application on our school website available at www.rainhillhighschool.org.uk/vacancies and return to jobs@rainhillhighschool.org.uk or Mrs A Mawdsley, HR Manager at the above address.

These roles will be subject to the statutory enhanced safeguarding checks.



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Volunteer testing role descriptions

1. Quality Lead/Team Leaders

Responsible for the overall on-site operations at the test site, including day-to-day workforce management. Ensure quality assurance, incidents, risks mitigation across the testing service.

2. Test Assistant

Provides guidance and supervision to subjects on swabbing as requested. Collects completed swabs and pass them to the Processing Operatives. Ensures cleaning of swabbing bays.

3. Test Processor

Prepares test sample for analysis, conducts processing of LFT and interprets result. Provides results to Results Recorder. Ensures cleaning of processing bays.

4. COVID 19 Co-ordinator

Sign-off and schedules testing activities; ensuring communications and consents are actioned; management of positive cases as per school guidelines.

5. Admin roles

a. Registration Assistant

Responsible for ensuring subjects have registered and distributing test kits on arrival. Ensures orderly entry of subjects onto the testing site.

b. Results Recorder

Collates results from Processing Operatives and uploads to digital solution. Ste

6. Cleaner

Cleans the testing bays, and ensures waste is correctly disposed of, including working with clinical waste provider to dispose of clinical waste