



**Name of Policy:**

## **Infection Control Policy**

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# Contents

Aims and Objectives .....	3
Principles .....	3
Planning and Preparing .....	3
Infection Control .....	3
Reducing the risk of passing on infections to others.....	3
Minimising sources of contamination.....	4
To raise awareness of hygiene procedures:.....	4
To prevent cross-contamination:.....	4
If a child is unwell in school:.....	5
Support for Staff, Students, Parents and Carers.....	5

## Aims and Objectives

This document aims to provide the school community with guidance when preparing for and in the event of an outbreak of an infection such as a pandemic. It contains a checklist of actions to aid planning and preparing for an outbreak of a pandemic and clarifies communication procedures.

## Principles

The policy aims to prepare staff for a pandemic.

Infections are likely to spread particularly rapidly in schools and as children may have no residual immunity, they could be amongst the groups worst affected. We recognise that closing the school may be necessary in exceptional circumstances in order to control an infection. However, the school will strive to remain open unless advised otherwise.

Good pastoral care includes promoting healthy living. School staff will give pupils positive messages about health and well-being through lessons and through conversations with pupils.

## Planning and Preparing

In the event of the school becoming aware that a pupil or member of staff has an infectious illness, we would direct their parents/residential staff to report to their GP. In the case of Covid-19, the parent must follow online government advice. Alternatively, they may contact the school to advise us that a pupil or member of staff has sought medical attention and has been diagnosed as having an infectious illness. During an outbreak of an infectious illness such as pandemic influenza, the school will seek to operate as normally as possible but will plan for higher levels of staff absence and implement pandemic protocol.

The decision on whether a school should remain open or closed will be based on medical evidence. This will be discussed with the Senior Leadership Team. It is likely that school will remain open but we recognise the fact that both the illness itself and the caring responsibilities of staff will affect staff absence levels. The school will close if lessons cannot be staffed or if there is not adequate supervision for the children. Pupils will be asked to complete work at home, with staff in daily contact via email. In the case of a Covid-19 positive child/adult, the entire class/group will be sent home to self-isolate including the teaching staff for 14 days.

## Infection Control

Infections are generally spread from person to person by close contact, for example:

- Infected people can pass a virus to others through large droplets when coughing, sneezing or even talking within a close distance.
- Through direct contact with an infected person: for example, if they shake or hold their hand and then touch their own mouth, eyes or nose without first washing their hands.
- By touching objects (e.g. door handles, light switches) that have previously been touched by an infected person, then touching their own mouth, eyes or nose without first washing their hands.
- Viruses can survive longer on hard surfaces than on soft or absorbent surfaces.

### Reducing the risk of passing on infections to others

- Hand washing is the single most important part of infection control in schools.
- Staff and children must wash their hands regularly for 20 seconds, particularly after coughing, sneezing or blowing their nose.
- Staff and children must minimise contact between their hands, mouth and nose, unless they have just washed your hands.

- Staff and children must cover their nose and mouth when coughing or sneezing.
- Staff and children must not attend school if they think they may have an infectious illness.
- If children feel ill during the day, they must go to the medical room. Parents/Residential Staff will be contacted if First Aiders feel pupils are not well enough to be in school.

These messages will be promoted through Personal, Social, Health and Education lessons.

### **Minimising sources of contamination**

We will ensure relevant staff have Food Hygiene Certificate or other training in food handling. We store food that requires refrigeration, covered and dated within a refrigerator, at a temperature of 5°C or below. Please refer to catering contractor for detailed information.

We wash hands before and after handling food.

We clean and disinfect food storage and preparation areas.

Food is bought from reputable sources and used by the recommended date to control the spread of infection.

We ensure good hand washing procedures (toilet, handling animals, soil, and food). All students are required to wash hands following guidelines/good practice before school start and beginning of lunch as a minimum. All students are encouraged to wash their hands as needed. During a pandemic, certain restrictions will come into force.

Children are encouraged to blow and wipe their own noses when necessary and to dispose of the soiled tissues hygienically. During a pandemic, specific hygiene bins will be provided and emptied with greater frequency during the course of the day.

A record of the washing of equipment is kept on site to ensure different cloths and towels are kept for different areas.

Cover all cuts and open sores.

Aprons are worn when preparing food.

Wear correct PPE when dealing with incidents (e.g. gloves). A protocol is in place that is followed regarding contact with blood and body fluids.

Gloves will be worn.

Soiled articles sealed in a plastic bag.

Staff aware of procedures for the prevention of blood borne infection including HIV infection.

During a pandemic, the PPE level is increased (masks, disposable aprons, and face shields will be worn when dealing with First Aid).

#### To raise awareness of hygiene procedures:

- Inform all attending adults of the existing procedures.
- Insure that pupil induction includes this information.
- Provide visual instructions where possible for ease of understanding.

#### To prevent cross-contamination:

- Ensure that adults and children have separate toilet facilities.
- During outbreaks of diarrhoea and/or vomiting the following should be actioned:
  - Children who have had diarrhoea and/or vomiting should not be included in school for 48 hours.
  - During high-level influenza pandemics the implementation of 'pandemic protocol' shall be implemented.

If a child is unwell in school:

- They should wait in the medical room until their parents or carers collect them.
- They should be closely monitored and should not wait outside the office door.
- To prevent the persistence and further spread of infection. **During high-level influenza pandemic please see 'pandemic protocol.'**
- Ensure that dedicated sinks are clearly marked.
- Be vigilant as to signs of infection persisting or recurring.
- Ask parents/carers to keep their child at home if they have an infection and to inform the school as to the nature of the infection.
- Remind parents/carers not to bring a child to school who has been vomiting or had **diarrhoea until at least 48 hours has elapsed since the last attack.**

### **Support for Staff, Students, Parents and Carers**

Most members of staff (including support staff) are Qualified First Aiders who assess pupils and staff before recommending further action. Individuals who are believed to have an infectious illness are sent home and are advised to contact their GP or local hospital.

**Refer to school Covid-19 risk assessment for full details.**