



# Infections Control Procedure

**Date Agreed:** September 2021

**Review Date:** September 2022

**Diocese of Chichester Academies Trust**  
**St Blasius Shanklin Church of England Primary Academy**  
**Infections Control Procedure**

## Revision Record

Revision No.	Date Issued	Prepared By	Approved	Comments
1	20 <sup>th</sup> May 2020	RL	PWDAT	Taking into account procedures essential during a pandemic.
2	September 2021	RL	TB	Updated for new academic year

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## **INTRODUCTION**

This procedure has been written in line with local and national government guidelines, with particular care given to principles of health and safety for pupils and staff in an educational setting.

## **AIM AND OBJECTIVES**

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

- Minimise sources of contamination
- Control the spread of infection
- Raise awareness of hygiene procedures
- Prevent cross-contamination
- Prevent outbreaks of diarrhoea and vomiting
- Deal with an unwell child in school
- Prevent any further spread of infection
- Maintain hygiene during farm visits

## **PRINCIPLES**

The school recognises that pandemics are not new. Until recently no-one knew exactly when the school would be faced with having to deal with a potentially contagious illness amongst its community. We recognise the need to be prepared. Some 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, we will strive to remain open unless advised otherwise.

Coronavirus is difficult to manage as it is unclear as to the potential seriousness of infection, in children of school age. That said, we will always urge on the side of caution and not put any pupils, staff and members of our wider community at any unnecessary risk.

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 to inform their GP and where necessary self-isolate for the recommended period of time.

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

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outbreak of an infectious illness such as a pandemic the school will seek to operate as normally as possible but will plan for higher levels of staff absence, or even partial or full closure in line with any local or national government recommendations.

The decision on whether school should remain open or closed will be based on medical evidence. This will be discussed with the Government's Health Protection Agency. In most circumstances, 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 impact staff absence levels. The school will close if lessons cannot be staffed or there is not adequate supervision for the children or local and national government guidelines dictate this to be necessary. Students will be asked to complete work at home via work packs, emailed resources, activities communicated through our school dojo system or using educational websites such as 'BBC Bitesize'

## **INFECTION CONTROL**

Infections are usually 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 you shake or hold their hand, and then touch your own mouth, eyes or nose without first washing your hands. By touching objects (e.g. door handles, light switches) that have previously been touched by an infected person, then touching your own mouth, eyes or nose without first washing your hands.

Viruses can survive longer on hard surfaces than on soft or absorbent surfaces. Staff and students are given the following advice about how to reduce the risk of passing on infections to others:

- Wash your hands regularly for a period of 20 seconds, particularly after coughing, sneezing or blowing your nose.
- Minimise contact between your hands and mouth/nose, unless you have just washed your hands.
- Cover your nose and mouth when coughing or sneezing.
- Do not attend school if you think you may have an infectious illness.
- If you feel ill during the day go to the medical room. Parents will be contacted if First Aiders feel you are not well enough to be in school. These messages are promoted through posters around the school, in worship and through personal and social education lessons.

## **HAND WASHING IS THE SINGLE MOST IMPORTANT PART OF INFECTION CONTROL IN SCHOOLS**

Minimise sources of contamination

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We will ensure relevant staff have Food Hygiene Certificate or other training in food handling. Aprons, gloves and masks will be worn during the preparation of any food. We store food that requires refrigeration, covered and dated within a refrigerator, at a temperature of 5 C or below. 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 recommended date.

#### To control the spread of infection

We ensure good hand washing procedures (toilet, handling animals, soil, food). Children are encouraged to blow and wipe their own noses when necessary and to dispose of the soiled tissues hygienically. We keep a record of the washing of equipment. Ensure different cloths and towels are kept for different areas. We cover all cuts and open sores. Aprons are worn when preparing food. We wear PPE when dealing with accidents. (e.g. gloves and apron) and when deemed appropriate, face masks and face shields.

- A protocol is in place that is followed regarding contact with blood and body fluids.
  - Gloves and apron worn
  - Soiled articles sealed in a plastic bag
  - Staff aware of procedures for the prevention of HIV infection
- On school trips, tooth brushes and toothpaste for each individual child are stored in individual bags. To raise awareness of hygiene procedures we inform all attending adults of the existing policy and procedures.
- Ensure that student induction includes this information. We 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 auctioned:
- The use of play dough should be suspended until 48 hours after the symptoms end and the play dough used prior to the outbreak is disposed of; the use of play sand should be suspended until 48 hours after the symptoms end and the sand used prior to the outbreak is disposed of; the use of water should be suspended until 48 hours after the symptoms end and the water and water toys should be thoroughly cleaned prior to use.
- Children who have had diarrhoea and/or vomiting should not be included in cooking for 48 hours. If a child is unwell in school, they should wait in the PPA room until they are collected by their parents or carers. They should be closely monitored and should not wait in communal areas.
- To prevent the persistence and further spread of infection ensure that dedicated sinks are clearly marked. Be vigilant as to signs of infection persisting or recurring. Ask parents to keep their child at home if they have an infection.
- Remind parents 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.
- Farm visits - hand washing is essential throughout the visit and particularly after coming into contact with live stock.

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## **SUPPORT FOR STAFF, STUDENTS, PARENTS AND CARERS**

The school has a number of 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 or self-isolate if local and government guidelines dictate.

## **MONITORING AND EVALUATING**

Senior staff and Governors will evaluate the effectiveness of the procedure and agree adjustments that may be necessary to address any current concerns. These will be shared with staff, parents/carers and pupils.

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