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|  BERNWODE SCHOOLS TRUST | BERNWODE SCHOOLS TRUST | | <u>Written By:</u> L Gardiner | |
| | <u>INFECTION CONTROL POLICY</u> | | | |
| | <u>Applicable To:</u> ALL STAFF & PUPILS / STUDENTS | <u>Accountable Officers:</u> R Whannel - Headteacher (TCS) J MacLachlan - Headteacher (GFPS) | <u>Date Adopted:</u> Summer 2021 <u>Approved by Trustees</u> July 2021 | <u>Date to be Reviewed:</u> Summer 2022 (Annually) |

Bernwode Schools Trust (BST) is a Multi Academy Trust. It is a company limited by guarantee, registered in England and Wales with registered company number 09053713 and its registered address at Churchill Road, Bicester, and Oxon, OX26 4RS.

Infection Control

This policy outlines the Bernwode Schools Trust commitment to the effective operation of systems designed to prevent, detect, and control the spread of a virus or infection. The purpose of this policy is to ensure that those who may be at risk of exposure to an infection arising from the actions of regular activities are protected against identifiable risks.

Bernwode Schools Trust upholds its responsibility under The Control of Substances Hazardous to Health Regulation 2002 (COSHH 2002)

Remit

Infection control is the name given to a wide range of procedures and techniques intended to prevent the spread of infectious diseases amongst employees, visitors, the public and contractors. All employees are at risk of infection or of spreading infection by means of person-to-person, by food and water, airborne and by contact with bodily fluids. Such substances may well contain pathogens that can be spread if employees do not take adequate precautions. This policy encompasses control measures for infection through pests including ticks, fleas, bed bugs etc. as well as the outbreak of viruses including common colds and norovirus.

Associated Hazards

- Bacteria, viruses, and fungi.
- Bodily fluids, e.g. faeces, urine, vomit, blood, saliva etc.

Note: The above list of hazards is not exhaustive. Micro-organisms can also cause allergies and/or be toxic.

Employer's Responsibilities

Bernwode Schools Trust will carry out a risk assessment as required by the Control of Substances Hazardous to Health Regulations, COSHH to identify:

Persons at risk from workplace infections, including employees, visitors, contractors, and vulnerable workers, e.g., new and expectant mothers, young persons

Appropriate controls to be implemented

Where significant risks are identified, Bernwode Schools Trust will prevent exposure by:

- Changing the way in which employees work, so that the job/task/equipment presenting the risk is no longer needed.
- Modifying the work to remove any hazardous products or waste.

If these options are not reasonably practicable, the following approaches will be used to control infection:

- Employ principles of good occupational hygiene and follow Operating Procedures, where relevant.
- Provide information, instruction, training, and supervision to employees regarding infection control and on the symptoms of infection to enable them to detect occupationally acquired illness.
- Provide separate areas for washing, disinfecting and food storage away from clinical areas.
- Provide equipment that is fit for purpose, designed to minimise cross contamination, regularly inspected, and maintained.
- Provide personal protective equipment (PPE), as identified by risk assessment.
- Obtain advice from medically qualified practitioners regarding any relevant health issues.
- Report to the enforcing authority as required by the Reportable Injuries Diseases and Dangerous Occurrence Regulations (RIDDOR), any reportable disease diagnosed by a registered medical practitioner, e.g., brucellosis, anthrax, rabies, tetanus, Q fever, leptospirosis, contracted because of work activities.
- Investigate all infection control incidents and implement any action identified as necessary to prevent a recurrence. Monitor the effectiveness of the actions.

Employees' Responsibilities

To take care of themselves and others in the premises where activities give rise to the potential for infection and to also:

- Observe good hygiene practice particularly before eating and drinking
- Cover all cuts and abrasions with suitable waterproof dressing and wear gloves, where necessary

- Use any equipment provided, including PPE as authorised and trained
- If an employee experiences symptom they feel may be work related they must notify the Headteacher or the Senior Leader on duty immediately
- Report to the Headteacher any hazardous or dangerous conditions relating to infection control
- Report all bites and scratches to the First Aider

ACCIDENTAL EXPOSURE TO BLOOD OR BODY FLUIDS

If any member of staff sustains a significant injury* or contamination** involving exposure to blood or body fluids, first aid treatment should be carried out immediately (see below) and medical help sought.

First Aid Action:

- Encourage wounds to bleed by gentle squeezing. **DO NOT suck the area**
- Wash thoroughly with soap and warm running water, - **DO NOT SCRUB the area**
- Irrigate eye or mouth splashes thoroughly with water. Do not swallow mouth rinsing water
- Remove contact lenses, if worn, before irrigating eyes

* A **significant injury** is penetration of the skin by a needle or other sharp object that is, or is suspected to be, contaminated with another person's blood or body fluid, or when a human bite breaks the skin.

** A **significant contamination** is contact of broken skin, mucous membrane or eyes with another person's blood or body fluid

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| Policy Title | Infection Control Policy |
| Issue Date to Trust Board | Summer Term 2021 |
| Author (Name/Department) | L Gardiner |
| Approved by Trustees | July 2021 |
| Review Date – Annually | Summer Term 2022 |