

**Infection Control Policy**

**June 2020**

(VPS, D. Moss)

Approved by Chair\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Review Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Introduction**

This policy has been written following guidance from Public Health England guidance on infection control and winter readiness.

# Aims and Objectives

This policy 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, coronavirus or any contagious illness.

# Principles

The school recognises that infections such as influenza and coronavirus related pandemics are not new. No-one knows exactly when the school will be faced with having to deal with a potentially contagious illness amongst its community.

We recognise the need to be prepared. Infections are likely to spread particularly rapidly in schools and as children and staff may have no residual herd immunity and 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. Good pastoral care includes promoting healthy living and good hand hygiene. 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 report to their GP and inform Public Health England. During an outbreak of an infectious illness, such as pandemic influenza or coronavirus, the school will seek to operate as normally as possible but will plan for higher levels of staff and child absence. The school will follow the advice as set out by the Wolverhampton Local Authority and that of government guidance or law.

The decision on whether school should remain open or close will be based on medical and scientific evidence as advised by the local and national governing bodies.

This will be discussed with the Health Protection Agency and the Government.

It is likely that school will remain open, at least to some pupils, 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 we cannot provide adequate supervision for the children.

# 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.
* Through direct contact with an infected person: for example, if you shake or hold their hand and then touch your own mouth, eyes, nose without first washing your hands or talking at a close distance.
* Viruses can also survive longer on hard and soft surfaces.

# Reducing the risk of transmission and infection

In order to reduce the risk of transmission and infection, we will enact the following:

* Wash hands regularly, particularly after coughing, sneezing or blowing your nose.
* Minimise contact between your hands and mouth/nose.
* Cover your nose and mouth when coughing and sneezing or in crook of elbow.
* Do not attend school if you have an infectious illness.

These messages are promoted through posters around the school, in assemblies and through Personal and Social Education lessons.

**Hand washing is the single most effective and important part of infection control in schools.**

# Minimising sources of contamination

We will ensure that:

* Staff have received training to understand all aspects of infection control and the procedures which need to be followed.
* 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 foods and shared items.
* Food is brought from reputable sources and used by recommended date.

# To control the spread of infection

We will ensure that:

* Good handwashing procedures are in place.
* Children are encouraged to wipe and blow their own noses and dispose of soiled tissues in waste bins.
* Procedures are enacted where children or staff are required to distance or isolate.
* We wear protective personal equipment or clothing when dealing with accidents and incidents or where a situation or occurrence deems it necessary.

# Personal Protective Equipment (PPE)

We will ensure that the following is made available:

* Disposable non-powdered vinyl or latex-free CE-marked gloves
* Face coverings (if advised)
* Disposable plastic aprons are worn where there is a risk of splashing or contamination with blood/body fluids (for example, nappy or pad changing) by all staff
* Face visors (if advised)

# Cleaning of the environment

During a period of opening during a pandemic, cleaning throughout the school will be frequent and thorough with site staff deployed throughout the day. A checklist will be developed to identify high-transmission areas. A system of work will be developed to track cleaning equipment to ensure cross contamination cannot occur. Cleaning contracts are monitored regularly and the school will ensure cleaners have access to PPE separate to those distributed to for whole school use as necessary.

## Cleaning of blood and body fluid spillages

All spillages of blood, faeces, saliva, vomit, nasal and eye discharges are cleaned up immediately (with staff wearing PPE). When spillages occur, they are cleaned using a product that combines both a detergent and a disinfectant to be effective against bacteria and viruses and suitable for the surfaces used on. Mops are never used for cleaning up blood and body fluid spillages – disposable paper towels are used and waste is disposed in secure bins along with nappies.

In the event of highly-contagious transmission, systems will be reviewed to identify secure areas for long term storage of waste and first aid procedures will be reviewed to ensure secure and safe disposal of waste. PPE requirements and methods of work relating to first aid will also be reviewed in line with recommendation from the Health & Safety Executive (HSE).

## Vulnerable children and staff

Some medical conditions make children and staff more vulnerable to infections that would rarely be serious in most children or adults. These include, but are not limited to, those being treated for leukaemia or other cancers, on high doses of steroids, diabetes and with conditions that seriously reduce immunity.

The school will have been made aware of such children and staff.

These children and staff are particularly vulnerable to chickenpox, measles or parvovirus B19 and, if exposed to either of these, the school will contact the parent/carer if necessary and inform them promptly and further medical advice sought. It may be advisable for these children and staff to have additional immunisations, for example pneumococcal and influenza.

In instances of new or uncommon infections, especially during a pandemic, advice will be sought from Public Health England (PHE), the HSE and advice given by local and national government will be followed.

## Pregnant Staff

If a pregnant woman develops a rash or is in direct contact with someone with a potentially infectious rash, this should be investigated according to PHE guidelines by a doctor. The greatest risk to pregnant women from such infections comes from their own child/children, rather than the workplace. Some specific risks are:

**Chicken Pox** can affect the pregnancy if a woman has not already had the infection.

* Report exposure to midwife and GP at any stage of exposure.
* The GP and antenatal carer will arrange a blood test to check for immunity. Shingles is caused by the same virus as chickenpox, so anyone who has not had chickenpox is potentially vulnerable to the infection if they have close contact with a case of shingles.

**German Measles** (rubella).

* If a pregnant women comes into contact with German Measles she should inform her GP and antenatal carer immediately to ensure investigation. The infection may affect the developing baby if the woman is not immune and is exposed in early pregnancy. Measles during pregnancy can result in early delivery or even loss of the baby.
* If a pregnant woman is exposed she should immediately inform whoever is giving antenatal care to ensure investigation.

**Slapped Cheek Disease** (parvovirus B19) can occasionally affect an unborn child. If exposed early in pregnancy (before 20 weeks), inform whoever is giving antenatal care as this must be investigated promptly.

This advice also applies to pregnant students.

In school we follow the guidelines set by the Health Protection Agency, regarding the recommended period of time that pupils should be absent from school.

Detailed information about many conditions is available at [http://www.hpa.org.uk/.](http://www.hpa.org.uk/)

It is important to note that the school are unable to authorise absence on medical grounds or illness for conditions where the guidelines state that no period of absence is recommended; e.g. head lice.

In instances of new or uncommon infections, especially during a pandemic, advice will be sought from Public Health England (PHE), the HSE and advice given by local and national government will be followed.

## COVID-19

Please read the attached COVID-19 addendum policy, which sets out changes to our main Health and Safety Policy and must be read in conjunction with that policy, the Infection Control Policy and Public Health England’s guidance. (See appendix 1)

**Appendix 1**

**Addendum**

**Covid 19 Health & Safety Policy**

This COVID-19 addendum policy, it sets out changes to our main Health and Safety Policy and must be read in conjunction with that policy, and Public Health England’s guidance.

**POLICY AIM:** To ensure that the risks of Covid presented to pupils, staff and visitors are reduced to an acceptable level.

**POLICY OBJECTIVES:**

* To conduct all our activities safely and in accordance with legislative standards and in consideration of government guidance.
* To provide safe working and learning conditions.
* To ensure a systematic approach to the identification of risks and the allocation of resources to control them.
* To openly communicate on health safety and welfare

**POLICY STATEMENT:** Shine Academies recognises and accepts its responsibility as an employer and provider of services and will provide a safe and healthy workplace and learning environment for all staff, pupils and such other persons as may be affected by its activities.

We will adopt health and safety arrangements under Covid in line with Health & Safety legislation, and in consideration of government guidelines.

Good health and safety management will be an integral part of the way that the school operates and will be considered across all work activities and across the wide range of educational activities delivered.

**THE SCHOOL WILL:**

• Apply and communicate sensible risk management and safe working practices. This will involve:

* Regular assessment of hazards and associated risks
* Implementing preventive and protective control measures against those risks to an acceptable/ tolerable level
* Monitoring the effectiveness of those measures by the SLT
* Provision of information, instruction, training and protective equipment to staff (and pupils where required)
* Review of risk assessments, policies, procedures and practices at regular interval and where additional information is gained through changes in government guidance, monitoring or following an incident.

• Implement measures to ensure social distancing is observed across the schools, consistent with and appropriate to the numbers of pupils, staff and visitors in the school. It must be noted that due to the young age of our pupils social distancing is very difficult to adhere to; both parents and staff have been made aware of this fact and the potential increased risk.

• Maintain an appropriate hygiene regime to be followed by all pupils, staff and visitors

• Operate an enhanced cleaning regime for the duration of Covid

• Ensure that staff are informed and instructed to ensure competence and awareness of health & safety precautions required during Covid

• Give age appropriate lessons to pupils about Covid and to encourage and re-assure them about the measures in place to protect themselves from it.

• Require all employees and encourage and support all pupils to show a proper personal concern for their own safety, for that of the people around them.

• Require staff to exercise increased due care and attention and observe safe working methods.

• Communicate regularly and effectively with staff and parents about the school’s response to Covid

• Provide for children of critical workers and vulnerable children to be accommodated alongside returning year groups

• Put in place the support required for the return of pupils with special educational needs and disabilities (SEND) in line with education health care (EHC) plans in conjunction with families and other agencies

• Put in place any flexible working arrangements needed to support delivery of education during Covid including where necessary staggered start/end times

• Put in place measures to check on staff wellbeing (including for leaders).

• Draw up contingency plans for:

* Someone falling ill or demonstrating symptoms on site
* Deep cleaning in the event of an outbreak of Covid on site

• Provide appropriate personal protective equipment (PPE) as required by staff.

• Put in place arrangements for the continuing education of those children who have not yet returned to school.

Reviewed by ***S Field***

Date: June 2020