

All Hampstead Hill School Policies are always to be read and considered in conjunction with Equal Opportunities, Race Equality and Inclusion Policies. This Policy of Hampstead Hill School applies to all sections of the school including the Early Years Foundation Stage.

Hampstead Hill School

Health and Safety Policy

Protection From Bloodborne Viruses



Introduction

Principals/Managers should ensure that risk assessments are undertaken to ascertain where activities/events might place staff at significant risk of contamination.

Principals/Managers should ensure that all staff who may come into contact with blood and other body fluids have read the County guidance and that vaccination has been recommended to all staff considered to be at particular risk.

Whilst bloodborne viruses can be transmitted from human bites it is rare transmission occurs via this route. Where a child's behaviour is likely to give rise to potential exposure on a regular basis (e.g. biting) then it would be prudent to offer immunisation to staff for Hepatitis B.

Principals/Managers are responsible for ensuring that appropriate personal, protective equipment (PPE), e.g. disposable gloves and aprons, are available for staff to use at all time. (see section 8)

First Aid Involving External Bleeding

In any situation requiring first-aid the '**Universal Precautions**' must always be followed during treatment of bleeding wounds to reduce the risk of transmitting blood borne infections such as hepatitis and HIV.

This approach assumes that all blood products and bodily fluids are potentially infectious thus the following procedures should always be applied.

- Always cover any open wounds on your own hands with a waterproof adhesive dressing.
- Disposable gloves (unpowdered latex or vinyl) to be worn when dealing with bleeding / cleaning up bodily fluids.

For activities which are carried out in remote places, such as a sports field or outings, a small first aid kit containing at least a selection of clean dressings, a pair of disposable gloves, some clean disposable paper towels and a plastic bag large enough to accept the used dressings etc, should be provided. After emergency treatment the injured person should, as soon as possible, have their wounds properly cleaned and dressed.

Normal first-aid procedures should be followed which may include firm pressure maintained over the wound for 5 to 10 minutes with a sufficient pad of clean, absorbent material. If a surgical dressing is not immediately available, a folded paper towel or clean handkerchief may be used. When bleeding has stopped, blood should be washed off surrounding skin and hair with copious amounts of soapy water without disturbing the wound.

Actions to be Taken After Direct Contact With Blood / Bodily Fluids

If direct contact with another person's blood or other body fluids occurs the area should be washed as soon as possible with soap and water.

If contact is made with the lips, mouth, tongue, eyes or broken skin, these should be washed out thoroughly with clean cold tap water. Where running water is unavailable saline should be provided to wash out the eyes.

The hands should be washed using soap, water and dried using paper towels

If a cut or puncture wound is sustained (e.g. by hypodermic needle, bite etc.) the wound should be squeezed to encourage bleeding, washed with soap and water and covered with a waterproof dressing.

Any incident in which another's blood may have entered a person's bloodstream through a cut or abrasion or by splashing in the mouth or eyes should be reported to their doctor.

Cleaning and Washing

All spillages of blood, faeces and vomit should be cleared up as quickly as possible, wearing suitable PPE. When spillages do occur, clean using a product suitable for the affected surface which combines both detergent and disinfectant (and use in accordance with the manufacturers instructions).

Mops should **never** be used for cleaning up blood and bodily fluid spillages, use disposable paper towels. Body Fluid Spillage Kits and/or compounds should also be available.

Separate cloths and mops should be used for general cleaning of kitchens, baths and toilets etc. Preferably disposable cloths should be used; where non-disposable brushes and cloths are used, they should be thoroughly disinfected.

Soiled (blood / bodily fluids) laundry should be washed separately at the hottest wash the fabric will tolerate. Protective gloves, and where appropriate protective clothing, should be worn when handling soiled laundry. Soiled children's clothing should be bagged to go home, never rinsed by hand.

Food Handling

Provided the requirements of the Food Hygiene Regulations are complied with by covering open cuts, etc with waterproof plasters, there should be no risk of blood borne infection through food preparation or handling.

Waste Disposal

Protective gloves, and where appropriate protective clothing, should be worn when disposing of contaminated waste. (e.g. disposable vinyl or powder free, low protein latex CE marked gloves and disposable plastic aprons)

Where there are significant quantities of potentially offensive / hygiene waste e.g. incontinence pads, nappies, plastic gloves, aprons etc this waste should be segregated from the normal waste stream and appropriate packaging used to alert those in the waste management chain of the contents. Such waste should be disposed of regularly, via a special collection service approved by or from the Local Authority.

Small quantities of contaminated waste (up to one bag in any collection interval) can be safely disposed of via the usual 'black bag' refuse collection arrangements. Waste to be double bagged in plastic and sealed by knotting.

Non-contaminated waste should be discarded into a bin liner or dustbin and disposed of in the usual manner.

Sharps disposal

All sharps must be correctly and safely disposed of in a UN approved sharps container and collected by a dedicated collection service.

No attempt should be made to re-sheath, bend or break needles. used needles and syringes to be disposed of as one unit.

Accident Reporting

Accidents or injuries should be reported in the normal way using the school forms.

Any incident in which it is thought that anyone could have been contaminated with another's blood through a cut or abrasion in the skin, or splashing in the mouth or eyes, should be reported to their own doctor. Advice can also be obtained from the local Accident and Emergency Department of a district hospital. Ideally advice should be obtained within 48 hours of the incident.

Any information given should be noted on the associated accident report form.

Personal Protective Equipment

Disposable vinyl or powder free, low protein latex CE marked gloves and disposable plastic aprons should be worn for any activity where there is a risk of contamination with blood or bodily fluids. Hands should be washed immediately after removal of gloves.

These should be readily available in all areas and are single use only, to be discarded after the task is completed – they are not to be re-used.

Date adopted: March 2013

Name: Andrea Taylor

A handwritten signature in black ink, appearing to read "A Taylor", written in a cursive style.

Signed: