



Infection Control Policy

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1. Introduction

This policy has been written to provide staff and parents with information regarding the policy currently in place to address infection control in schools within the Enlighten Learning Trust

2. Aim and Objectives

This policy specifically aims to provide the school community with guidance regarding Trust procedures, including those that will be in place during the coronavirus outbreak.

3. Principles

We recognise that partially closing the schools within the trust has been and may continue to be necessary in these exceptional circumstances in order to control infection. However, we will continue to strive to remain open in line with the prevailing Gov.uk guidance 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.

4. 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/them to report this to their GP and follow the exclusion guidance available in the Health Protection for schools, nurseries and other childcare facilities Exclusion Table [Exclusion table - GOV.UK \(www.gov.uk\)](#)

With relation to infectious diseases schools within the Trust follow the guidance indicated below:

<https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2019/09/spotty-book-2019-.pdf>

This document provides general guidance for school staff and others with children in their care on the prevention and control of infectious diseases

This includes guidance on:

- Childhood immunisation
- Hand hygiene
- Cleaning, disinfection & suitable facilities
- Deep Terminal Cleaning After an Outbreak
- Dealing with spills of body fluids
- Management of cuts/abrasions and spills of blood
- Guidelines of Farm and Countryside visits
- Deciding to get a resident school pet – Animals in schools
- And common childhood diseases and conditions

[NHS England and NHS Improvement South West » Schools and Nurseries Guidance](#)

This website provides information on infection control, and winter readiness – with a focus on Flu Viruses, including Stomach Flu

- Numbers of affected children and staff
- Date of onset of the first and most recent case
- Signs, symptoms and duration of illness
- Locations of affected cases e.g. one class or year group or all areas are affected
- Any hospitalised cases
- Notify any co-circulating scarlet fever

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities/chapter-9-managing-specific-infectious-diseases>

The schools within the Trust follow the guidance provided by Gov.uk on this website regarding managing specific infectious diseases.

5. 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 pupils/students are given the following advice about how to reduce the risk of passing on infections to others:

- Wash your hands regularly, 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 report to the appropriate First Aid station in your school. 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 assemblies and through the curriculum.
HAND WASHING IS THE SINGLE MOST IMPORTANT PART OF INFECTION CONTROL IN SCHOOLS

5.1 Minimise sources of contamination

Our external catering and cleaning contractors ensure that all relevant legislation related to Food and General Hygiene are adhered to and that all staff have appropriate training for their roles e.g., Food Hygiene Certificate or other training in food handling.

5.2 To control the spread of infection

- We ensure good hand washing procedures (toilet, handling animals, soil, food)
- Where appropriate, children are encouraged to blow and wipe their own noses when necessary
- Pupils/Students are instructed to dispose of soiled tissues hygienically
- Cleaners and Catering staff ensure that different cloths and towels are kept for different areas and that practices align with the guidance in the Spotty book
- We cover all cuts and open sores
- Aprons are worn when preparing food
- We wear protective clothing when dealing with accidents and/or dealing with blood and bodily fluids (e.g., gloves and apron) and follow the guidance in the spotty book

5.3 To raise awareness of hygiene procedures we will:

- Inform all attending adults of the policy and procedures
- Ensure that pupil/student induction includes this information
- Provide visual instructions where possible for ease of understanding

5.4 To prevent cross-contamination we ensure that adults and children have separate toilet facilities. During outbreaks of diarrhoea and/or vomiting the following should be actioned in a primary setting:

- 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.

In all settings children who have had diarrhoea and/or vomiting should not attend until at least 48 hours has elapsed since the last attack.

If a child is unwell in school, they should wait in the medical room until they are collected by their parents or carers. They should be closely monitored and should not wait in communal areas.

5.5 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, and to inform the school as to the nature of the infection.

5.6 Farm visits

Hand washing is essential throughout the visit and particularly after coming into contact with livestock.

6. Support For Staff, Pupils, Students, Parents and Carers

Each 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 as soon as possible and are advised to contact their GP or local hospital. All contacts should be contacted if the primary contact is not available, messages left, and ongoing attempts made to reach an appropriate contact to collect a pupil/student. Pupils/Students must be kept isolated from everyone but the allocated First Aider on site during this process and use separate toilet facilities.

7. Monitoring and Evaluating

HTs, ELT SLT and Trustees will evaluate the effectiveness of the policy and agree adjustments that may be necessary to address any current concerns. These will be shared with staff, parents/carers and pupils.

Appendix A - Staff Responsibilities – Hygiene – Trust

Equipment required (as appropriate to area):

- ICT wipes
- Normal school cleaning product
- Disposable paper towels
- Hand Wash/Sanitiser - where no sink in classroom

At the end of the day - Cleaners will clean all rooms in use thoroughly, however they will not clean resources such as toys, equipment, books, keyboards. Staff operating in an area should clean these at the end of each session ready for the next day

Keep doors and windows open if possible, for air flow, and open more widely during break periods.

If any occupant of an area has exhibited symptoms of an infectious disease you must notify the Headteacher/Head of School.

Appendix B – Staff Responsibilities First Aid PPE (including associated PDFs x 2)

PPE should be worn if a distance of 2 metres cannot be maintained from any child, young person or other learner displaying symptoms of an infectious disease.

How to work safely in specific situations, including where PPE may be required

Reference to PPE in the following situations means:

- fluid-resistant surgical face masks
- disposable gloves
- disposable plastic aprons
- eye protection (for example a face visor or goggles)

Where PPE is recommended, this means that:

- a facemask should be worn if a distance of 2 metres cannot be maintained from someone with symptoms of an infectious disease
- if contact is necessary, then gloves, an apron and a facemask should be worn
- if a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn

When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on [how to put PPE on and take it off safely \(2 PDFs attached\)](#) in order to reduce self-contamination.

Face masks must:

- cover both nose and mouth
- not be allowed to dangle around the neck
- not be touched once put on, except when carefully removed before disposal
- be changed when they become moist or damaged
- be worn once and then discarded - hands must be cleaned after disposal



Public Health
England

Putting on personal protective equipment (PPE) for non-aerosol generating procedures (AGPs)*

Please see donning and doffing video to support this guidance: https://youtu.be/-GncQ_ed-9w

Pre-donning instructions:

- Ensure healthcare worker hydrated
- Remove jewellery
- Tie hair back
- Check PPE in the correct size is available

1 Perform hand hygiene before putting on PPE.



2 Put on apron and tie at waist.



3 Put on facemask – position upper straps on the crown of your head, lower strap at nape of neck.



4 With both hands, mould the metal strap over the bridge of your nose.



5 Don eye protection if required.



6 Put on gloves.



*For the PPE guide for AGPs please see: www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-aerosol-generating-procedures

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Public Health
England

Taking off personal protective equipment (PPE) for non-aerosol generating procedures (AGPs)*

Please see donning and doffing video to support this guidance: https://youtu.be/-GncQ_ed-9w

• PPE should be removed in an order that minimises the risk of self-contamination

• Gloves, aprons (and eye protection if used) should be taken off in the patient's room or cohort area

1 Remove gloves. Grasp the outside of glove with the opposite gloved hand; peel off.
Hold the removed glove in the remaining gloved hand.



Slide the fingers of the un-gloved hand under the remaining glove at the wrist.
Peel the remaining glove off over the first glove and discard.



2 Clean hands.



3 Apron.
Unfasten or break apron ties at the neck and let the apron fold down on itself.



Break ties at waist and fold apron in on itself – do not touch the outside – **this will be contaminated.** Discard.



4 Remove eye protection if worn.
Use both hands to handle the straps by pulling away from face and discard.



5 Clean hands.



6 Remove facemask once your clinical work is completed.
Untie or break bottom ties, followed by top ties or elastic, and remove by handling the ties only. Lean forward slightly. Discard. **DO NOT** reuse once removed.



7 Clean hands with soap and water.



*For the PPE guide for AGPs please see: www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-aerosol-generating-procedures