



**St John's Priory School
Banbury, Oxon**

Infection Control Policy

This policy applies to the whole school, including the EYFS

St John's Priory School is committed to safeguarding and promoting the welfare of pupils and expects all staff and volunteers to share this commitment. It is our aim that all pupils fulfil their potential.

Introduction:

Infections can be created by exposure to harmful micro-organisms such as bacteria, fungi, viruses and internal parasites. Staff and students may be infected by being exposed to toxins produced by a microorganism, or by having an allergic reaction to the micro-organism or the substances it produces.

It is not always possible to identify how infection will be spread therefore precautions to prevent the spread of infection must be followed at all times. These routine procedures are known as Standard Precautions (previously known as Universal). By following these standard precautions, the chain of infection can be broken and a safe working environment created.

Rationale:

It is the intention of the owners and staff of Capital School of English to be vigilant in relation to the presence of any infectious disease and to ensure that the risk of infection to all staff, students, group leaders and homestay providers is kept to a minimum by using the standard precautions and ensuring that staff, students, group leaders, parents and/or guardian and homestay providers are aware of these. We will comply with:

- The Health and Social Care Act 2008;  The Public Health Regulations;
- The reporting of incidents, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR);
- Health and Safety at Work Act 1974; 
- The control of Substances Hazardous to Health Regulations (COSHH); 
- The Environmental Protection Act; 
- Hazardous Waste Regulations.

It is our policy to communicate with staff, students, group leaders, parents and/or guardian, where appropriate, and, where necessary, medical authorities and to take appropriate measures to minimise any spread of infection

Signed: 

Date: 1st March 2020

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Mrs Tracey Wilson
Headmistress

Giorgio Mystkowski
Proprietor

Routes of Infection:

There are a number of routes of infection which may be prevalent in schools where pupils and staff share close proximity.

- Air-borne transmission: Micro-organisms are spread through the air, coughing or sneezing.
- Direct contact: Micro-organisms are spread from person to person or indirectly with an inanimate object that has been previously contaminated.
- Faecal-oral transmission: spread from hand to mouth through inadequate hand washing after a toilet visit.
- Blood and body fluid transmission: Through an injury which results in broken skin and bleeding.

Standard Precautions of Infection Control:

To fight against infection, general high standards of cleanliness must be observed. Dust kept to a minimum and areas of use thoroughly cleaned on a regular basis.

Toilet areas are checked throughout the day by members of staff to ensure they are clean. The school is cleaned by an external cleaning company daily.

Hand hygiene is widely acknowledged to be one of the most important ways of controlling the spread of infection. Handwashing is carried out several times a day using either soap and water or hand sanitiser where the alcohol content is above 60%.

After hand washing it is important that hands are dried thoroughly as wet surfaces transfer organisms more effectively than dry ones. All toilets have signs highlighting how to wash hands thoroughly for 20 seconds or by singing happy birthday twice.

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Disposal of Potentially Infectious Waste:

Injuries in school usually consist of minor injuries and do not generate hazardous waste. Any offensive/clinical waste at school is double bagged and placed in the waste bin in the first aid room.

This waste includes:

- Nasal secretions;
- Faeces;
- Urine;
- Vomit;
- Sputum
- Blood

Cleaning equipment is to be found in the store cupboard on the first floor corridor or in the cellar.

Achieving and Maintaining a Clean Environment:

An unclean environment is one of the factors which may contribute to the spread of infection. High standards of cleanliness together with good cleaning routines and techniques will help reduce the risk of cross-infection. The cleaning for the school is contracted out to a local professional company who have developed a cleaning schedule that must be adhered to. At the end of the year a deep clean is carried by this company.

Personal Protective Equipment (PPE):

Personal protective equipment is used to protect staff from the risk of cross infection when dealing with waste. Disposable gloves (latex free) are in the first aid room, and also Body Fluid Disposal Kits., along with aprons, masks and visors. Gloves and aprons must be disposed of after use by double bagging and placing in the first aid room bin.

PPE must be used when dealing with a pupil or staff member with suspected Covid 19.

Medical Conditions:

Parents and/or guardian are asked to inform us of any pre-existing medical conditions when a student enrolls at the school. These details are logged on our database system and shared with appropriate staff.

Procedure for dealing with suspected infectious disease:

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In the event of a member of staff suspecting any form of infection, a member of management will be informed, and they will consult the official list of infectious diseases and their symptoms in an attempt to identify the condition.

Where a common infectious ailment such as chicken pox is identified or where concern persists without identification of the infection, immediate medical assistance will be sought and where appropriate, parents and/or guardian will be contacted by telephone.

Whenever confirmation is made of any infectious disease it will be the school's policy to take direction on exclusion from the official chart of infectious diseases, or in cases of doubt, after consulting the medical services.

Where a staff member or pupil shows signs or symptoms of Covid 19:

The staff member must wear PPE;

- Gloves
- Mask
- Disposable Apron
- Visor – if there is coughing and/or sneezing

The staff must sit at a distance away from the infected person in a room with an open window. The parent and/or guardian must be called to come and collect the child or staff member.

A member of the SLT must be informed and the Covid 19 risk assessment referred to.