



Procedures to Prevent Cross Infection

Relevant School Policies: First Aid Policy

Classrooms /Toilet areas are supplied with:

- Bins for disposal of soiled nappies (nappy bin).
- Rubbish bin with lid (for general waste).
- Disposable gloves and aprons (stored in first aid room).
- Disposable wipes for student personal care - stored in the Junior foyer cupboard.
- Posters regarding hand washing and cleaning areas.
- Spray and wipe, dishwashing liquid, paper towel & chux cloths - stored in the Junior foyer cupboard.
- Sanitiser stored in cleaner's cupboard- **Only to be used for sanitising tables, chairs and change tables at the end of the day on a regular basis. Further use on recommendation from school nurse or health department.**
- Hand soap – stored in administration cupboard.
- Cloth washers & towels are not generally appropriate in the classroom.

To effectively clean all dirt and organic matter (i.e. food, faeces, soil etc.) needs to be completely removed before cleaning with spray and wipe. Sanitisers are ineffective on organic matter. Air drying is preferred.

GUIDELINES

- Good hand washing is essential before and after personal care routines, before eating, meal preparation & assistance.
- Liquid soap wash will be accessible for students and staff use at all times.
- Staff are requested to instruct and supervise students' hand washing.
- Areas used for food preparation, washing up etc. must be kept separate from areas used for other cleaning tasks. These areas will be identified with signage.
- Food must be stored correctly and, if left out in the open, it is to be covered.
- Cloths used for cleaning will be colour coded for different areas/uses in the classroom to avoid inappropriate use – signs will indicate relevant colour codes.

- Any tissues used in the playground will be placed in a lined bin for disposal at the end of recess.
- Any broken/sharp items e.g. glass will be wrapped in a manner to make them safe before being put into a rubbish bin. As soon as is practical staff should ensure that the bin liner with contents is removed from the classroom and placed in the hopper. Contact admin for assistance if required.
- Any injury involving broken skin/bleeding must receive correct first aid management – see Procedures for cleaning up possible infectious waste in this folder.
- Evidence of vermin e.g. rats, mice, should be brought to the attention of the Principal by completing a gold form.

The requirements listed below are the responsibility of classroom staff

Classroom/Activity areas:

- Tables and chairs to be kept clean, use spray and wipe.
- Equipment such as gym mats, physio balls etc. should be cleaned after each user with spray and wipe and paper towel.
- Shared toys/ play equipment should be thoroughly cleaned at least weekly.

Toilet / Change areas:

- Used items such as nappies, wipes, gloves etc. are to be disposed of in a Nappy Bin.
- Change tables, potty chairs and adapted toilet seating should be cleaned using spray and wipe after each use.
- Other toilets should be regularly monitored for cleanliness and cleaned if the seat is soiled.

At the end of the day:

- Clean the change table, potty chairs and adapted toilet seating with spray and wipe & paper towel and leave to air dry.
- Renew supplies e.g. towel, hand wash, wipes, etc.