



Hollinswood Primary School & Nursery

Infection Control Policy

1st June 2020 Updated
Infection Control Policy
for Covid-19 Pandemic
2020



Covid-19 Pandemic Arrangements

Hollinswood Primary School & Nursery has continued to undertake risk assessments during the period of partial closure due to COVID-19. As part of the preparation for wider opening of our school (from June 2020) a detailed risk assessment has been undertaken and an action plan to make any necessary adjustments to mitigate risk has been produced. The risk assessment and accompanying action plan cover the following Health and Safety elements:

- **Buildings & Facilities**
- **Emergency Evacuation**
- **Cleaning & Waste Disposal**
- **Classrooms**
- **Staffing**
- **Group Sizes**
- **Social Distancing**
- **PPE**
- **Response to suspected/confirmed Covid-19 cases**
- **Curriculum/learning environment**
- **Communication**

The risk assessment and action plan are dynamic and are regularly reviewed to ensure they meet current need. All appropriate documentation is shared with staff and any necessary training to support implementation of the plan is provided. Please see link below for the risk assessment.

[L:\Admin\COVID-19\Risk Assessments and Health and Safety Info\Risk Assessment for Hollinswood Primary COVID 19 Response version 3 27.05.2020.docx](#)

Aim and Objectives –

This document aims to provide the school community with guidance when preparing for, and in the event of an outbreak of an infection. It contains a checklist of actions to aid planning and preparing for an outbreak of and clarifies communication procedures.

Principles –

The school recognises that infections such as influenza 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 could possibly spread rapidly in schools and 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. School staff will give pupils positive messages about health and wellbeing 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/carers to report to their GP.

Alternatively, they may contact the school to advise us that a pupil or member of staff has sought medical attention and has been diagnosed as having an infectious illness.

During an outbreak of an infectious illness such as pandemic influenza the school will seek to operate as normally as possible but will plan for higher levels of staff absence and have in place the relevant control measures from local/national guidance.

The decision on whether school should remain open or close will be based on medical evidence and or instruction to close from the Local Authority/Central Government. This will be discussed with the Governing Body, Local Authority and other stakeholders as needed.

It is likely that school will remain open 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 lessons cannot be staffed or there is not adequate supervision for the children or we are instructed to by the Local Authority or Central Government.

Children will be asked to complete work at home using planned lessons updated on the school website/other online learning platforms.

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 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 go to the school office.

Parents/Carers will be contacted if First Aiders feel pupils are not well enough to be in school.

These messages are promoted through Personal and Social Education lessons.

HAND WASHING IS THE SINGLE MOST IMPORTANT PART OF INFECTION CONTROL IN SCHOOLS

Minimise sources of contamination

- We will ensure relevant staff have Food Hygiene Certificate or other training in food handling. 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 food.
- We clean and disinfect food storage and preparation areas.
- Food is bought from reputable sources and used by recommended date.
- To control the spread of infection
- We ensure good hand washing procedures (toilet, handling animals, soil, food)

- Children are encouraged to blow and wipe their own noses when necessary and to dispose of the soiled tissues hygienically.
- We keep a record of the washing of equipment.
- Ensure different cloths and towels are kept for different areas.
- We cover all cuts and open sores.
- Aprons are worn when preparing food.
- We wear protective clothing when dealing with accidents. (e.g. gloves)
- A protocol is in place that is followed regarding contact with blood and body fluids.
 - Gloves worn
 - Soiled articles sealed in a plastic bag
- To raise awareness of hygiene procedures
- Inform all attending adults of the existing procedures.
- Ensure that pupil induction includes this information.
- Provide visual instructions where possible for ease of understanding.
- To prevent cross-contamination
- Ensure that adults and children have separate toilet facilities.
- If a child is unwell in school
- They should wait in the school wraparound room until they are collected by their parents or carers. They should be closely monitored and should not wait in communal areas.
- 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/carers to keep their child at home if they have an infection, and to inform the school as to the nature of the infection.
 - Remind parents/carers not to bring a child to school who has been vomiting or had diarrhoea until at least 48 hours has elapsed since the last attack.

Farm visits

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

Support for Staff, Students, Parents and Carers –

The 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 and are advised to contact their GP or local hospital.

COVID-19 –

- School will use the e-bug handwashing materials to support the children with effective handwashing procedures.

- The school will utilise social distancing measures in line with the latest guidance. This may limit the number of children able to access the school environment. This also includes staggered drop off and collection times.
- Cleaning staff will use 'deep cleans' to ensure the school environment stays as clean as possible and additional cleaning will be provided throughout the school day.
- A comprehensive risk assessment will be undertaken following any school closure to ensure the school environment is well prepared to receive the children back in as safe a manner as possible.

Monitoring and Evaluation –

Senior staff 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.

Date Created	June 2020
Date Approved	June 2020
Approved By	Health, Safety and Safeguarding Committee
Date for Review	June 2022