

**School Administration**
STUDENT BODY FLUID SAFETY PROTOCOL**Policy**

The CISPG supports the concept of Standard Precautions as a method to provide simple and basic precautions against the transmission of disease. The CISPG believes in providing a safe school environment by having written Standard Precautions for people to follow.

Standard Precautions are based on the premise that all persons are a potential source of infection. As it is not possible to tell if a person may be infected with a blood-borne disease, or any other communicable disease, it is important to treat blood and body fluids from everyone as potentially infectious. This includes all body fluids (except sweat).

Definition of Standard Precautions

Standard Precautions – prudent practices that are used to prevent the transmission of an infectious disease; practices which are intended to protect persons from infection through contact with blood or body fluids and are based on the premise that all blood and body fluids are a potential source of infection.

Guidelines:

To assure a standard of practice within our Diocese, the CISPG directs all persons to follow the Standard Precautions as outlined in the guidelines below.

To provide a safe school environment for students and staff, it is compulsory that all staff use Standard Precautions.

CISPG will:

- a) Maintain current policies, regulations, and practices with regard to Standard Precautions.

School administrators and/or supervisors will:

- a) Provide training to all staff that are required to handle blood and body fluids with regard to Standard Precautions.
- b) Provide supplies and equipment needed to practice Standard Precautions.
- c) Ensure that all staff who are required to handle blood and body fluids within their area of responsibility have received orientation in Standard Precaution methods.

CISPG staff members who are required to handle blood and body fluids are expected to:

- a) Attend and participate in orientation provided on Standard Precautions.
- b) Follow the practices which are outlined herein.

Administrative Procedures

The spread of infection requires three key elements:

- a source of infecting organism
- a susceptible host, and
- a means of transmission for the organism.

The blood borne diseases most commonly transmitted in this matter are Hepatitis B, Hepatitis C and HIV. The viruses for these diseases can be transmitted through blood and through body fluids such as semen and vaginal secretions. Body fluids such as saliva, sweat, tears, urine, vomit or mucous, unless they are contaminated with blood, are not considered infectious. Viruses enter the body through breaks in the skin such as open sores or puncture wounds. They may also enter through the mucous membranes of the mouth, nose and eyes. Because persons who carry the Hepatitis B and Hepatitis C or HIV viruses may not display any symptoms of disease they may not be aware they are infected.

A. Prevention and Control Methods

1. Personal Protective Equipment

When in contact with blood or body fluids, staff must treat all contact as potentially infectious. Staff members who are required to handle blood and body fluids will be provided with appropriate personal protective equipment. Disposable gloves and barrier masks will be provided to all staff whose duties may involve contact with blood and body fluids. This may include first aid designates, playground supervisors, physical education teachers and teacher assistants. Playground supervisors, physical education teachers during outside classes, and volunteers on field trips must carry in a kit: gloves, wipes, and band aides. Staff will also have access to tongs and “sharps” containers for handling such items as used syringes. Gloves – Disposable latex, vinyl or rubber gloves must be worn when handling blood or body fluids or in situations where contact may occur. The gloves must be disposed of immediately after use and followed by hand washing using liquid soap.

2. Barrier Masks

It is highly recommended that disposable barrier masks be worn when performing artificial respiration or cardio-pulmonary resuscitation (CPR).

3. Disposal of Needles, Syringes and Condoms

Any sharp object which might be contaminated with blood or body fluids should not be handled by hand. They should be picked up with a pair of tongs and disposed of in a puncture-proof container.

Disposing of needles should involve the following steps:

- a) Put gloves on
- b) Pick up needles and syringes with garbage collection tongs
- c) Do not recap, bend or break off used needles
- d) Place in a puncture resistant ‘sharps’ container
- e) Keep ‘sharps’ container in a secure location in the school
- f) Dispose of gloves

Disposal of condoms should involve the following steps:

- a) Put gloves on
- b) Pick up condom and dispose of condoms in a sealed plastic bag
- c) Dispose of gloves
- d) Wash hands

4. Clean-up

The clean-up of any spill involving blood and body fluids should involve the following steps:

- a) Wear disposable latex, vinyl or rubber gloves.
- b) Clean up spills promptly by using absorbent disposable material or paper towel first, then clean with a bleach solution (1 part bleach to 10 parts water) or approved disinfectant solution.
- c) Dispose of the absorbent material and/or paper towels in a sealed plastic bag.
- d) Wash non-disposable items (towels or clothing) in hot water and detergent, OR seal student's clothing in a plastic bag and send it home for cleaning.
- e) Clean brushes, brooms, mops and other instruments used to clean up body fluids with a bleach solution.
- f) Remove and dispose of gloves in a sealed bag and wash hands with liquid soap for 15 seconds and rinse under running water for 5 seconds.

B. Needle Stick Injuries or Contact with Blood/Body Fluids

If an individual has been stuck by a needle or has come in contact with blood/body fluids, the following steps should be followed:

- a) Wash wound immediately with soap and warm water
- b) Do not squeeze cut/wound
- c) Go to Emergency immediately
- d) Report to School Administration
- e) Complete Incident Report

C. Training

The Diocese wants to prevent infectious disease transmission through education and by ensuring the staff has access to the appropriate personal protective equipment and cleaning supplies.

Newly appointed staff shall receive orientation upon commencement of work. All CISPG staff and any volunteers who are required to handle blood and body fluids working on school Diocesan sites will receive orientation in Standard Precautions.

D. Hand Washing

Hand washing with soap and water should always be done under the following circumstances:

- Before preparing food
- Before meals
- After toileting and diapering
- Before and after providing first aid
- After handling blood or body fluids

The description of these prudent practices applies to the prevention of infectious disease transmission and care must be taken to follow the outlined application of these procedures to ensure the health, safety and security of all persons in the CISPG. This policy should be reviewed every three years, or as necessary.

References:	Date: August 2023
	Revisions: