



Star Infection Control Policy

Company: Star International School 24b Street Mirdif Dubai	Effective Date : 12.09.2019 Revision Due Date : 12.09.2020 First Edition Date : 23.06.2016 Edition No: 5
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PURPOSE

The purpose of this policy is to set out the infection prevention and control procedures at Star International School Mirdif. This policy is relevant to anyone who works at the school, including clinical and non-clinical staff. Individuals on training placements and visitors/observers on the premises must also adhere to this.

This policy will be reviewed by the Infection Control Coordinator annually.

This policy was written based on guidance from the local Dubai Health Authority as well as international guidelines on infection control and prevention.

COMMITMENT

All staff are committed to minimizing the risk of spread of infection between individuals who use the school as students or staff or for any other reason.

Everyone has joint responsibility for this.

INFECTION PREVENTION & CONTROL TEAM

Infection Control Coordinators	Anitha Chacko RN/Ms.Benazir Administrator
Monitoring/Audit	Ms.Jennie Lee
Infection Control Team	Faisal Russel

INFECTION PREVENTION & CONTROL MEETINGS

There will be regular meetings held to discuss infection prevention and control matters. These will normally be attended by a minimum of:

- The Infection Prevention and Control Coordinator
- The School Nurse (if not the Co-ordinator)
- The Site Coordinator
- A member of the administrative team

The administrative team will keep minutes for such meetings and circulate to the Principal.

UNIVERSAL PRECAUTIONS

1. Hand Hygiene

All staff and students will be trained in hand hygiene. Washbasins with suitable taps, liquid soap dispensers, paper towels and waste bins are provided in all washroom facilities, dining areas and clinical care areas. Hand sanitizers will also be widely available throughout the school with posters advising the recommended technique.

2. Personal Protective Equipment (PPE)

Gloves (non-sterile and sterile), aprons and goggles are available and should be worn for procedures with associated risk eg: dealing with body fluids like vomit or blood spillages. Gloves and aprons are single use and are available in the School clinic.

3. Dress Code

Staff should wear clothes that are clean and fit for purpose.

4. Disposal of business and healthcare waste including sharps management

See waste management protocol

5. Cleaning Schedules

The practice uses an external company for most of the cleaning requirements. There is a contract in place with Skynet. Schedules are based on room by room assessment and advice from the manager of the cleaning company who is experienced in advising on the necessary standards in the healthcare setting and with advice from the local IPC specialist nurses. These schedules define the responsibility for cleaning.

Deep cleaning of School Clinic takes place approximately quarterly

QUALITY CONTROL

The Site Manager and the Health and Safety auditor/ School Nurse will perform informal spot checks on the cleanliness of different areas of the practice to ensure that the commercial cleaners are performing as contracted. Everyone is encouraged to raise any concerns about the cleanliness of the practice with their line manager or directly with the infection control lead. The Infection Control team will perform their own independent audits of cleanliness and provide reports to the practice.

Where to find cleaning records

- Wash rooms -Daily cleaning records
- Infection Control Cleaning Audits and Certificates will be in the School Clinic

BODY FLUID SPILLAGES

To try and reduce the risk of body fluid spillages, the school will ensure the following:

- vomit bowls will be made available in the clinics and in classrooms
- toilets will be clearly signposted
- If a body fluid spillage occurs in any room or public area the cleaner will be called for cleaning it up. In the case of the students, the teacher may also consider moving to another room until the cleaners have cleaned the room
- Spill kit is available in the clinic.

STAFF CLEANING RESPONSIBILITIES

Each member of staff is responsible for

- leaving their workspace clear and tidy to allow the cleaners to clean effectively,
- ensuring the cleaning of all electrical equipment and of general spillages (other than body fluid spillages) which arise during the day, and
- reporting any concerns about standard of the cleaning to any member of the Infection Control team

CLINICAL PROCEDURES

Any clinical procedures will be performed in aseptic technique.

Vaccinations

1. Vaccines are stored as manufacturers' guidance in well maintained, monitored refrigerators to ensure maximum efficacy of products to combat infection
2. Cold chain procedures are to be followed
3. Students will be offered immunization in accordance with the DHA regulations
4. All clinical staff will have regular vaccination training updates
5. All clinical staff have valid basic life support and anaphylaxis training
6. Vaccines are administered according to recommended best practice
7. Care should be taken in using hypodermic equipment during administration to patient and subsequent equipment disposal
8. A record will be kept of all immunizations given to all students

PROCESSING OF MEDICAL INSTRUMENTS

Where medical instruments come in contact with the patient, if possible the Practice will use disposable single-use fittings (e.g. disposable earpieces for digital thermometers). Otherwise instruments and fittings are cleaned in accordance with the manufacturer's instructions (e.g. stethoscope, sphygmomanometer).

Where possible the School Clinic will use single-use instruments, which are then disposed of in accordance with the waste management policy. The Clinic does not undertake in-house sterilization of medical equipment. The only multi-use instruments items used are scissors, which are used to cut the dressing, and BP cuffs, which are sterilized with alcohol wipes between uses.

INOCULATION INJURY

Prevention and Management of Needle Stick Injuries

Staff immunization protection

1. All medical staff are to be protected against Hepatitis B
2. A record of employees' Hepatitis B status is to be kept and maintained

INFECTION PREVENTION AND CONTROL TRAINING

Infection control training will consist of:

ALL STUDENTS	Annual face-2-face in-house hand hygiene with external trainers via an approved DHA programme
CLINICAL STAFF	Annual training either via course or online training yearly Annual infection control update meeting
NON-CLINICAL	Biannual Infection control update meeting

Training records will be kept by the School Clinical team

AUDIT AND RISK ASSESSMENT

The infection control team will be responsible for any relevant audit or risk assessments which are needed to identify or address infection prevention and control issues in the practice.

POLICIES FOR PARENTS (as available on the school website)

In order to minimize the spread of infections in school and to keep our school community safe the following updated regulations with regard to DHA recommendations will apply.

1. **Please DO NOT send your child to school if they have:**

- A Fever, a child must be free from fever without the aid of medication for 24 hours before returning back to school.
- A skin rash with fever.
- Vomiting (Do not return to school until 48 hours after the last vomiting episode).
- Diarrhea (Do not return to school until 48 hours after the last episode of diarrhea).
- A heavy nasal discharge.
- A recurrent sore throat with fever.
- Red, watery and painful eyes, especially if there is a yellow discharge.
- Severe Cough

If you are in doubt regarding your child's condition please visit the school nurse before the start of the school day for confirmation that it is "safe" for your child to be in school.

2. If your child is assessed by the school medical team and thought to be a possible source of infection to other students and staff, you will be contacted to take them out of school immediately.

In relation to children who show:

- High fever
- Vomiting
- Diarrhea

A Doctor's clearance certificate must accompany the child back into school. Please ensure that 48 hours have passed before the child reenters the premise.

3. If your child has an infected sore or wound it must be covered by a well-sealed dressing or plaster.
4. Fingernail policy- To avoid accidental scratching, please cut your child's nails short and free of debris before they arrive at school.
5. Head lice remain a constant problem for communities in general. Control of head lice depends on prompt diagnosis and effective treatment. Your help in inspecting your child at least weekly throughout the school year for the presence of head lice would be greatly appreciated.

We suggest the following procedure for inspecting your child for head lice:

1. Under bright light begin looking at the back of the head just above the neck area.
2. Part the hair section by section and look closely for head lice or nits (eggs). Eggs will usually be found near the scalp.
3. Depending on the length and thickness of the hair, it should take between 5 and 15 minutes to properly inspect a child's head.

If you suspect your child is infested with head lice please notify the School Nurse. In addition, please ensure that the entire family is inspected for head lice as well.

For information on how to treat your child's head lice infestation consult your family Physician, a Licensed Pharmacist, or feel free to contact your child's School Nurse for advice.

Please inform the school if your child has been or is being treated for a medical condition.

Prepared/Revised By: Anitha Chacko	
Designation: School Nurse	
Signature:	Date: 24.02.2020

Prepared/Revised By: Dr. Shahna Abdul Rahiman	
Designation: School Doctor	
Signature:	Date: 24.02.2020

Approved and Authorised By: Ms Gill Roberts	
Designation: Principal	
Signature:	Date: 24.02.2020