

# CHRISTCHURCH RUDOLF STEINER SCHOOL

## COLLEGE PRINCIPAL GROUP

### Management

#### NAG 5 Policy on **HEALTH AND SAFETY**

#### 4.1 Procedures re **BLOOD AND OTHER BODILY FLUIDS**

##### **Background**

This procedure forms part of the Health and Safety policy to ensure that the rights and health of staff and students are protected.

The Christchurch Rudolf Steiner School is committed to a positive approach in dealing with the issue of diseases transmittable by spillage of bodily fluids in the school. Blood spills include all cuts, abrasions or punctures of the skin or mucus membranes, plus menstrual, nose and anal bleeding or similar discharges.

Vomit, saliva, urine and faeces can also be harmful and must be treated in the same way as blood.

All of the above are officially known as moist body substances and are to be treated as potentially infectious.

Since AIDS can be contracted from infected blood, there is a need for a set of hygiene procedures which effectively address this threat, and that of hepatitis B and other similarly transmitted diseases.

It follows that:

1. The school should have an effective set of hygiene procedures.
2. The school should have the equipment needed in order to give effect to these procedures and
3. That all staff should be fully aware of these procedures.

Additionally, staff should pay added attention to their own cuts or broken skin, protecting them from direct contact with body fluids. Any cut, (*less than 24 hours old*) should be covered by an impermeable dressing.

##### **Guidelines**

###### **The College of Teachers will ensure that:**

- No member of the staff or student body is discriminated against through having a disease transmittable by spillage of bodily fluids;
- The confidentiality of any such disclosure is to be respected;
- The staff and student body are informed of current facts and protective measures associated with such diseases.

##### **Procedure for managing blood and other bodily fluids**

The following procedures have been devised. They must be used by any member of staff or student who has gone to the assistance of a child, or member of staff with a cut or broken skin:

###### ***DON'T TOUCH UNTIL THERE IS A BARRIER BETWEEN YOU AND THE SPILL***

1. Instruct the patient quietly and firmly to apply a bandaid, hanky, towel or jersey; and then tell them to apply pressure and elevate the bleeding area if possible.
2. Avoid contact with blood if your hands or lower arms have open cuts or unhealed wounds.
3. Use disposable gloves (Gloves and linen are available for all staff and students) and wash thoroughly with soap and water after removal of gloves. If disposable gloves are unavailable at the time, wash your hands and lower arms and any other bodily parts in contact with or splashed by blood thoroughly with water and soap, or diluted bleach solution (1:10), after handling blood.
4. Place any cotton wool, gauze, etc that has had contact with blood in a plastic bag and seal it for disposal or incineration.